



## Saint Paul Planning Commission

City Hall Conference Center Room 40  
15 Kellogg Boulevard West

Christopher B. Coleman,  
Mayor

### Agenda

November 2, 2012  
8:30 – 11:00 a.m.

Saint Paul  
Planning Commission

Chair  
Barbara A. Wencil  
First Vice Chair  
Elizabeth Reveal  
Second Vice Chair  
Paula Merrigan  
Secretary  
Daniel Ward II

Pat Connolly  
Daniel Edgerton  
Gene Gelgelu  
William Lindeke  
Gaius Nelson  
Rebecca Noecker  
Christopher Ochs  
Trevor Oliver  
Julie Perrus  
Marilyn Porter  
Tony Schertler  
Emily Shively  
Robert Spaulding  
Terri Thao  
Jun-Li Wang  
David Wickiser

Planning Director  
Donna Drummond

**I. Approval of minutes of October 19, 2012.**

**II. Chair's Announcements**

**III. Planning Director's Announcements**

**IV. Zoning Committee**

**SITE PLAN REVIEW** – List of current applications. (*Tom Beach, 651/266-9086*)

**NEW BUSINESS**

#12-109-252 Hip Hounds Inc – Establishment of legal nonconforming use as a dog daycare with outdoor relief/exercise area. 1752 Grand Avenue between Wheeler and Fairview. (*Michelle Beaulieu, 651/266-6620*)

**V. Comprehensive Planning Committee**

**VI. Neighborhood Planning Committee**

West Side Community Plan – Recommendation to release for public review and set public hearing for December 14, 2012. (*Scott Tempel, 651/266-6621*)

District del Sol Small Area Plan – Approve resolution recommending adoption to Mayor and City Council. (*Kate Reilly, 651/266-6618*)

Highland Village Special District Sign Plan Amendments – Recommendation to release for public review and set public hearing for December 14, 2012. (*Kate Reilly, 651/266-6618*)

**VII. Peak Democracy: Open Saint Paul** – Informational presentation about a new mechanism for community input. (*Mary Matze, 651/266-6708*)

**VIII. Transportation Committee**

**IX. Communications Committee**

**X. Task Force/Liaison Reports**

**XI. Old Business**

**XII. New Business**

**XIII. Adjournment**

Information on agenda items being considered by the Planning Commission and its committees can be found at [www.stpaul.gov/ped](http://www.stpaul.gov/ped), click on Planning.

Planning Commission Members: PLEASE call Sonja Butler, 651/266-6573, if unable to attend.

**Saint Paul Planning Commission &  
Heritage Preservation Commission**  
MASTER MEETING CALENDAR

**WEEK OF OCTOBER 29-NOVEMBER 2, 2012**

**Mon (29)**

**4:00-  
5:30 p.m.** **Transportation Committee**  
(Christina Morrison, 651/266-6546)

**13<sup>th</sup> Floor – CHA**  
25 Fourth Street West

1. Introduction to the Streetcar Feasibility Study – Christina Morrison
2. “Streetcar 101” presentation – Geoff Slater, Nelson Nygaard
3. Review and provide feedback on the Evaluation Process document – all
4. Brief discussion on the general approach to public process – Michelle Beaulieu

**Tues (30)**

**3:30-  
5:00 p.m.** **Comprehensive Planning Committee**  
(Merritt Clapp-Smith, 651/266-6547)

**HAS BEEN CANCELLED**

**Weds (31)**

**HAPPY HALLOWEEN**



**Thurs (1)**

**5:00 p.m.** **Heritage Preservation Commission**

**Room 40 City Hall**  
Lower Level  
Enter building on 4<sup>th</sup> Street  
15 W. Kellogg Blvd.

**New Business**

**West Side Community Plan**, by the Department of Planning and Economic Development, to adopt a resolution with recommendations for the Planning Commission and City Council. File #12-WSCP. (Spong, 651/266-6714)

**Discussion of proposed revisions to Chapters 73 and 74 of the City Legislative Code.**  
(Spong, 651/266-6714)

**Committee Reports**

3M Advisory Committee (Trimble)

**Fri (2)**

**8:30- Planning Commission Meeting**  
**11:00 a.m.** (*Donna Drummond, 651/266-6556*)

**Room 40 City Hall**  
Conference Center  
15 Kellogg Blvd.

**Zoning..... SITE PLAN REVIEW** – List of current applications. (*Tom Beach, 651/266-9086*)

**NEW BUSINESS**

#12-109-252 Hip Hounds Inc – Establishment of legal nonconforming use as a dog daycare with outdoor relief/exercise area. 1752 Grand Avenue between Wheeler and Fairview. (*Michelle Beaulieu, 651/266-6620*)

**Neighborhood Planning**

**Committee.....** West Side Community Plan – Recommendation to release for public review and set public hearing for December 14, 2012. (*Scott Tempel, 651/266-6621*)

District del Sol Small Area Plan – Approve resolution recommending adoption to Mayor and City Council. (*Kate Reilly, 651/266-6618*)

Highland Village Special District Sign Plan Amendments – Recommendation to release for public review and set public hearing for December 14, 2012.  
(*Kate Reilly, 651/266-6618*)

**Informational Presentation....** Peak Democracy: Open Saint Paul – Informational presentation about a new mechanism for community input. (*Mary Matze, 651/266-6708*)



**Saint Paul Planning Commission  
City Hall Conference Center  
15 Kellogg Boulevard West**

**Minutes October 19, 2012**

A meeting of the Planning Commission of the City of Saint Paul was held Friday, October 19, 2012, at 8:30 a.m. in the Conference Center of City Hall.

**Commissioners Present:** Mmes. Merrigan, Noecker, Reveal, Shively, Thao, Wang, Wencil; and Messrs. Edgerton, Gelgelu, Lindeke, Nelson, Ochs, Oliver, Schertler, Spaulding, Ward.

**Commissioners Absent:** Mmes. \*Perrus, \*Porter, and Messrs. \*Connolly, \*Wickiser.  
\*Excused

**Also Present:** Lucy Thompson, Patricia James, Josh Williams, Michelle Beaulieu, Bill Dermody, and Sonja Butler, Department of Planning and Economic Development staff.

**I. Approval of minutes October 5, 2012.**

**MOTION:** *Commissioner Reveal moved approval of the minutes of October 5, 2012. Commissioner Thao seconded the motion. The motion carried unanimously on a voice vote.*

**II. Chair's Announcements**

Chair Wencil had no announcements.

**III. Planning Director's Announcements**

The Acting Planning Director, Lucy Thompson, gave the report. At City Council on Wednesday, the appeal was granted for the transitional housing at 1093 Edgerton (overturning the Planning Commission's approval of the CUP), and the Wilder rezoning was approved. The nonconforming use public hearing was held as well.

The Mayor's Institute on City Design is here this week, hosted by the Saint Paul Riverfront Corporation, and sponsored by the National Endowment for the Arts and the US Conference of Mayors. At each Institute, Mayors bring a local development/design issue to a two-day session, and seek the advice of other Mayors and selected resource people. The theme for the Saint Paul session is Food and Food Systems. Staff met with the resource people to discuss the vision in the *Greater Lowertown Master Plan* for urban agriculture between Lowertown and the Bruce Vento Nature Sanctuary.

The Request for Proposals for the update of the *West Side Flats Master Plan and Development Guidelines* was issued last week. The Planning Commission will be appointing a task force, co-

chaired by Commissioner Reveal. In addition to a review of the existing plan, the study area will be expanded to include the area between Robert and the Lafayette/Hwy 52, Plato and the river. Two weeks ago there was an Urban Land Institute (ULI) session, called Saint Paul on the Move, organized by Ms. Thompson. It was about all of the great things happening in downtown Saint Paul, as well as what's on the horizon. Approximately 150 people attended, which is the largest program ever held by the MN chapter of the ULI. A brochure was prepared about downtown Saint Paul, which was passed around for the commissioners to look at. Finally, the City will begin the bidding process for the design-build contract for the regional ballpark on November 30<sup>th</sup>.

#### **IV. Zoning Committee**

Commissioner Nelson reported on the latest developments regarding previous Planning Commission items. Regarding the Pelham Avenue industrial building, a judge ruled in favor of the developer and against the City Council's denial of their site plan. In his decision, the judge ruled that the specifics of the zoning code overrule the general requirements of the Comprehensive Plan, and that the Comprehensive Plan does not hold the same regulatory weight as the zoning code. Ms. Thompson added that the City is not going to appeal the decision, and that if anyone would like a copy of the decision, she can provide one. There were some interesting findings about the relationship between the Comprehensive Plan and the zoning code.

Commissioner Nelson also reported that the transitional housing permit that the Planning Commission approved for Pastor Stockett, where the number of residents exceeded the neighborhood maximum percentage by two persons, was appealed, and the City Council granted the appeal, thus denying the transitional housing. He also reported that the Planning Commission decision on the Rice and Maryland convenience store and gas pump relocation case, which was decided at the last meeting, has been appealed to the City Council.

**STAFF SITE PLAN REVIEW** – List of current applications. *(Tom Beach, 651/266-9086)*

No current applications.

#### **NEW BUSINESS**

#12-107-924 Urban Village Salon/Spa/Massage Center – Change of nonconforming use permit for beauty salon, spa, and massage center. 134-136 Western Avenue North, NE corner at Laurel. *(Michelle Beaulieu, 651/266-6620)*

**MOTION:** *Commissioner Nelson moved the Zoning Committee's recommendation to approve the change of nonconforming use subject to an additional condition. The motion carried unanimously on a voice vote.*

#12-104-517 Cool Air Mechanical – Conditional use permit for a service business with workshop that is more than 15,000 sq. ft, and variances of three T2 design standards: entrance location, door and window openings, and materials and detailing. 1441-1483 Rice street between Nebraska and Arlington. *(Bill Dermody, 651/266-6617)*

Commissioner Spaulding raised questions about the variances for door and window openings along Rice Street, as well as building materials and detailing. Rice Street would benefit from

more window openings, even if it is spandrel opaque glass, that would give the idea of “eyes on the street” to improve safety. In addition, in the past, the Planning Commission has not been comfortable with prefab concrete panels, so Commissioner Spaulding asked why in this context a variance would be appropriate.

Commissioner Nelson explained that the interior space will be used for storage. The cost of spandrel glass was also brought up by the architect. It costs about \$45.00 per square foot compared to something like \$15.00 per square foot for tilt-up panels. The plans show architectural treatments to the panels. The windows and doors look out over the parking lot and face the other buildings, which increases security in that area.

Commissioner Merrigan said the Committee asked a lot of questions about these items at the meeting, and ultimately one of the mitigating factors for her is that the building itself is almost 30 feet from the street, and buffered by rain gardens and landscaping. An entrance canopy turns the corner onto the Rice façade. The Committee felt that these buffers help make the pedestrian experience more comfortable.

Commissioner Spaulding asked about the lack of specifics regarding what variances were being requested. For example, there is no indication in the report of exactly what building materials will be permitted, just that they are giving a variance to the T2 standard. The Commission should not approve a variance without saying what they expect.

Commissioner Nelson said that the approved site plan must be in substantial compliance with what the Commission approves.

Commissioner Ward noted that the Planning Commission’s approval of the Culver’s restaurant was based on a specific plan with lots of windows on University, but the final plans did not have those windows. The City came back and said they need to put more windows in to meet the T2 design criteria.

Commissioner Nelson clarified that the motion is to approve variances to the T2 design standards for windows or doors along the street.

**MOTION:** *Commissioner Nelson moved the Zoning Committee’s recommendation to approve the conditional use permit and variances subject to additional conditions. The motion carried 12-4 (Nelson, Ochs, Spaulding, Ward) on a voice vote.*

#12-103-789 Gerdau Ameristeel US Inc. – Conditional use permits for outdoor recycling processing center and for use of a method other than fill to elevate a structure above the regulatory flood protection elevation and variances of site access more than two feet below RFPE and rehabilitation slopes greater than 18%. 740-780 Barge Channel Road, SE of Midwestern Railroad. (Josh Williams, 651/266-6659)

Commissioner Reveal said that, at the hearing, the Committee had asked that the uses be clarified in the resolution, and asked staff if what is in the resolution is acceptable to the applicant.

Josh Williams, PED staff, replied that they are acceptable, since they are based on similar language that is in Gerdau’s lease with the Port Authority. It should allow them to operate in the way they need, but it addresses the community concern that shredding not occur on-site.

Commissioner Oliver asked if the full West Side Community Organization (WSCO) board has given their approval. Commissioner Nelson said that the Committee had testimony from WSCO's representative at the hearing in full support of this application.

Commissioner Oliver noticed that one of the buildings is for fluid extraction and removal of oil. He asked if the MPCA or some other agency is covering that with a permit. Mr. Williams said that the MPCA has looked at the plans, and they do not issue an above-ground storage tank permit for tanks under 500 gallons. However, the applicant is meeting MPCA standards with secondary containment for the tanks in the event there is a spill; and the tanks will be pumped out on a regular basis.

Commissioner Lindeke asked if the issue of shredding was primarily a concern about noise or are there other things that are problematic about that use. Mr. Williams said that he thinks noise is a big part of it; shredders use rotary hammers to pound the metal into pieces, which is very loud. Though some of the other operations happening on the site are loud, too, those noise levels are not comparable to a shredder.

Commissioner Nelson commented that one of the conditions is a limitation on hours of operation, which keeps it to daytime business hours of 7:00 a.m. – 5:00 p.m., Monday through Friday and 7:00 a.m. – 12:00 noon on Saturday.

**MOTION:** *Commissioner Nelson moved the Zoning Committee's recommendation to approve the conditional use permit subject to additional conditions. The motion carried unanimously on a voice vote.*

Commissioner Nelson announced the item on the agenda for the next Zoning Committee meeting on Thursday, October 25, 2012.

## **V. Comprehensive Planning Committee**

Great River Passage Master Plan Addendum to the Saint Paul Comprehensive Plan - recommendation for adoption. (Lucy Thompson, 651/266-6578)

Commissioner Merrigan said the Committee reviewed the responses from the public hearing and written testimony. The Committee discussed what adopting an addendum to the Comprehensive Plan really means, as well as what additional public process will occur to implement specific recommendations in the Master Plan.

**MOTION:** *Commissioner Merrigan moved the Comprehensive Planning Committee's recommendation to approve the resolution for the Great River Passage Master Plan recommending that the City Council adopt it as an addendum to the Comprehensive Plan. The motion carried 15-0 with 1 abstention (Spaulding) on a voice vote.*

Commissioner Merrigan announced that the next Comprehensive Planning Committee meeting is on Tuesday, October 30, 2012

## **VI. Neighborhood Planning Committee**

Commissioner Oliver reported that, at their last meeting, they discussed the West Grand Avenue Moratorium and Zoning Study. The moratorium on multi-family housing along Grand Avenue between Cretin and Fairview was put in place by the City Council. The Council's request to the Committee to conduct a study suggested some lines of inquiry, which the Commission will address and may add to. One item of discussion was whether to expand the study area to Macalester Street and possibly add Cleveland. The study is also an opportunity to explore what the designations of Mixed-Use Corridor, Residential Corridor and Transit Corridor (from the Comp Plan) really mean from a zoning standpoint. Commissioner Oliver also announced the items on the agenda for the next Neighborhood Committee meeting on Wednesday, October 24, 2012.

## **VII. Transportation Committee**

Commissioner Spaulding said they discussed two items at their last meeting. The East Metro Rail Capacity Study is a study between downtown Saint Paul and Hastings along the river corridor. Three rail lines share right-of-way. Given projected increases just in freight rail, there's a clear need to expand and make some modifications, especially to the east of Lowertown by the Vento Sanctuary and then down near Hastings. The other item discussed was the Gateway Corridor from downtown Saint Paul to points east, potentially as far as Eau Claire, Wisconsin. The alternatives have been narrowed to two to go through the environmental review process. Both of the alignments would go from downtown Saint Paul out to Dayton's Bluff and then along Old Hudson Road along the north side of I-94. Bus rapid transit and light rail transit will be studied. The next Transportation Committee meeting is on Monday, October 29, 2012.

## **VIII. Communications Committee**

Commissioner Thao had no report.

## **IX. Task Force Reports**

## **X. Old Business**

None

## **XI. New Business**

Commissioner Thao announced that it is that time of year again to think about the 2012 Planning Commission holiday party. This year the location will be somewhere in the eastern section of University Avenue.

## **XII. Adjournment**

Meeting adjourned at 9:22 a.m.

Recorded and prepared by  
Sonja Butler, Planning Commission Secretary  
Planning and Economic Development Department,  
City of Saint Paul

Respectfully submitted,



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Lucy Thompson  
Acting Planning Director

Approved \_\_\_\_\_  
(Date)

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Daniel Ward II  
Secretary of the Planning Commission

PED\butler\planning commission\minutes\October 19, 2012



CITY OF SAINT PAUL  
*Christopher B. Coleman, Mayor*

375 Jackson Street, Suite 220  
Saint Paul, Minnesota 55101-1806

Telephone: 651-266-8989  
Facsimile: 651-266-9124  
Web: [www.stpaul.gov/dsi](http://www.stpaul.gov/dsi)

## **SITE PLAN REVIEW COMMITTEE**

**Tuesday, October 30, 2012  
2nd Floor Conference Room  
375 Jackson Street, Suite 218**

<u>Time</u>	<u>Project Name and Location</u>
9:00	Beacon Bluff Parcel 3 North 900 Bush Parking lot for existing building (Plans shows 2 phases: 127 spaces and 134 spaces)

### **Applicants should plan to attend this meeting.**

At this meeting you will have a chance to discuss the site plan for your project with Saint Paul's Site Plan Review Committee. The Committee is made up of City staff from Zoning, Traffic, Sewers, Water, Public Works, Fire, and Parks. You are encouraged to bring your engineer, architect, or contractor with you to handle any technical questions raised by city staff. The purpose of this meeting is to simplify the review process by letting the applicant meet with staff from a number of departments at one time. Staff will make comments and ask questions based on their review of the plans. By the end of the meeting you will know if the site plan can be approved as submitted or if revisions will be required. Staff will take minutes at the meeting and send you a copy.

### **Parking**

A few free parking spaces are available in our visitor parking lot off of 6<sup>th</sup> Street at Jackson. Parking is also available at on-street meters. The closest parking ramp is on Jackson one block south of our office between 4<sup>th</sup> and 5<sup>th</sup> Street.

If you have any questions, please call Tom Beach at 651-266-9086 or [tom.beach@ci.stpaul.mn.us](mailto:tom.beach@ci.stpaul.mn.us).

**AGENDA  
ZONING COMMITTEE  
OF THE SAINT PAUL PLANNING COMMISSION  
Thursday, October 25, 2012 3:30 P.M.  
City Council Chambers, Room #300  
Third Floor City Hall - Saint Paul, Minnesota**

**NOTE:** The order in which the items appear on this agenda is not necessarily the order in which they will be heard at the meeting. The Zoning Committee will determine the order of the agenda at the beginning of its meeting.

**APPROVAL OF OCTOBER 11, 2012, ZONING COMMITTEE MINUTES**

**SITE PLAN REVIEW** – List of current applications (Tom Beach, 651-266-9086)

**NEW BUSINESS**

- 1      12-109-252   Hip Hounds Inc**  
Establishment of legal nonconforming use as dog daycare with outdoor relief/exercise area  
1752 Grand Ave, between Wheeler and Fairview  
BC  
Michelle Beaulieu      651-266-6620

**ADJOURNMENT**

Information on agenda items being considered by the Zoning Committee can be found online at [www.stpaul.gov/ped](http://www.stpaul.gov/ped), then Planning, then Zoning Committee.

**ZONING COMMITTEE MEMBERS:** Call Patricia James at 266-6639 or Samantha Langer at 266-6550 if you are unable to attend the meeting.

**APPLICANT:** You or your designated representative must attend this meeting to answer any questions that the committee may have.



## ZONING COMMITTEE STAFF REPORT

1. **FILE NAME:** Hip Hounds Inc. **FILE #** 12-109-252
  2. **APPLICANT:** Hip Hounds Inc. **HEARING DATE:** October 25, 2012
  3. **TYPE OF APPLICATION:** NUP - Establishment
  4. **LOCATION:** 1752 Grand Ave, between Wheeler and Fairview
  5. **PIN & LEGAL DESCRIPTION:** 042823420030, Elmer Morrison's rearrangement Lot 3 Blk 4
  6. **PLANNING DISTRICT:** 14 **PRESENT ZONING:** BC
  7. **ZONING CODE REFERENCE:** Sec. 62.109(a)
  8. **STAFF REPORT DATE:** October 17, 2012 **BY:** Michelle Beaulieu
  9. **DATE RECEIVED:** September 24, 2012 **60-DAY DEADLINE FOR ACTION:** November 23, 2012
- 

- A. **PURPOSE:** Establishment of legal nonconforming use as dog daycare with outdoor relief/exercise area.
- B. **PARCEL SIZE:** 50 ft. (Grand) x 152 ft., or 7600 sq. ft.
- C. **EXISTING LAND USE:** Pet grooming facility
- D. **SURROUNDING LAND USE:**
  - East: BC, single family residential
  - West: RM2, multi-family residential
  - North: B2, gas station and multi-family residential
  - South: Alley and R3, single family residential
- E. **ZONING CODE CITATION:** §62.109(a) lists the conditions under which the Planning Commission may grant a permit to establish legal nonconforming use status.
- F. **HISTORY/DISCUSSION:** According to the Department of Safety and Inspections' (DSI's) licensing records, Dog Days was licensed and opened as a pet grooming facility in 1999. According to a *Grand Gazette* newspaper article submitted with this application, in 1999 the facility was also operating as a dog day-care. In 1999, animal daycare was not listed as a conditional or permitted use in the Saint Paul Zoning Code. The original owner sold the business in 2005 to the present owner. According to the applicant, the original owner was told that he would be able to operate a dog daycare business under a pet grooming license. The facility was re-licensed by DSI in 2005 as a pet grooming facility with the current owner, and with the license condition "Dog grooming only. Dog Daycare is not permitted."

In January 2007, the Zoning Administrator issued a statement of clarification that "an animal daycare (dogs and cats only) commercial use is similar to other uses in the IR, I1, and I2 zoning districts." In December 2007, a complaint was registered with DSI stating that this facility was operating a dog daycare. The facility was inspected by DSI Animal Control and at the time no dog daycare was found to be in operation.

In 2012 another complaint was registered with DSI stating that the facility was being used as a dog daycare. The business was then referred to PED to apply for the establishment of legal nonconforming use status as dog daycare. This business has never had an animal daycare license from DSI for this location. Hip Hounds Inc. (dba Dog Days) owns and operates two licensed dog daycare facilities in Saint Paul, at 350 University Avenue E, and at 2120 Myrtle Avenue.
- G. **DISTRICT COUNCIL RECOMMENDATION:** The District 14 Council has not made any recommendations at this time.
- H. **FINDINGS:**
  1. The applicant, Hip Hounds Inc., has applied for a permit to establish legal nonconforming use status for a dog daycare facility at 1752 Grand Avenue, at the direction of the Department of Safety and Inspections.
  2. Animal daycare is not specifically listed as a permitted use under the City's Zoning Code. Section 66.101(c), prohibited uses, states that "any use not listed as either "P" (permitted) or "C" (conditional) in a particular district, or... not [specifically] determined... to be substantially similar to a listed permitted or conditional use, shall be prohibited in that district." In 2007, the City's

Zoning Administrator determined that an animal daycare commercial use is similar to other uses in the IR, I1, and I2 industrial zoning districts. Within the IR and I1 light industrial districts the use would be an indoor use only. The entire operation must be located within a completely enclosed building. Within the I2 general industrial district the use may have an accessory outdoor, fenced run/relief area provided the property does not adjoin a property occupied by a residential use. The outdoor run/relief area must be supervised when any animals are occupying this area.

3. Section 62.109(a) of the zoning code provides that the Planning Commission may grant legal nonconforming use status to use of structures if the commission makes eight findings. The findings and the applicant's ability to meet them are as follows:

- (1) *The use occurs entirely within an existing structure.* This finding is not met. The animal daycare facility would be located in the existing building and also in the fenced yard at 1752 Grand Avenue. It operates both indoors and outdoors
- (2) *The use or use of similar intensity permitted in the same clause of the zoning code or in a more restrictive zoning district has been existence continuously for a period of at least ten years prior to the date of the application.* This finding is not met. The facility opened in 1999, when it was licensed as a pet grooming facility. According to a newspaper article, it was also functioning as a dog daycare center at the time. In 2005 when the pet grooming facility license was renewed, it included the condition that dog daycare not be permitted at the facility. Pursuant to a registered complaint, DSI inspected the facility in 2007 and found no dog daycare facility. No animal daycare license has been issued for this location in the past. Based on the 1007 inspection the dog daycare has not existed consistently for ten years.  
The pet grooming facility that is recorded as having been at this site since 1999 is a less intense use, permitted in less restrictive zoning districts than animal daycare.
- (3) *The off-street parking is adequate to serve the use.* This finding is met. The business provides five off-street parking spaces for customers and employees in a lot in the back of the building. This is a legal nonconforming parking deficiency of 1 parking space.
- (4) *Hardship would result if the use were discontinued.* This finding is not met. Use of the property for the licensed pet grooming facility and/or other uses permitted in the BC district provides for reasonable use of the property without the dog daycare and outdoor relief/exercise area first allowed in the I2 general industrial district, and therefore would not result in a hardship.
- (5) *Rezoning the property would result in "spot" zoning or a zoning inappropriate to surrounding land uses.* This finding is met. The surrounding properties are mostly zoned residential, with mixed residential-commercial zoning along Grand Avenue. Rezoning this property to an industrial zone would be inappropriate for the surrounding land uses.
- (6) *The use will not be detrimental to the existing character of development in the immediate neighborhood or endanger the public health, safety, or general welfare.* This finding is not met. The Zoning Administrator has determined that an animal daycare commercial use with an accessory outdoor, fenced run/relief area is similar to uses in the I2 zoning district. The character and impact of commercial animal daycare was determined to be substantially similar to other uses found in the I2 zoning district. Such uses would be detrimental to the existing character of development in the immediate mixed business and residential neighborhood.

The Zoning Administrator's determination also states that an animal daycare commercial use with an accessory outdoor, fenced run/relief area may be permitted provided the property does not adjoin a property occupied by a residential use. This property adjoins a multi-family residential structure to the west at 1756 Grand Avenue, and a single family residence to the east at 1746 Grand Avenue.

- (7) *The use is consistent with the comprehensive plan.* This finding is met. The proposed use meets the goals of Land Use strategy 1.24 in the Saint Paul Comprehensive Plan, which is to "support a mix of uses in a Mixed-Use Corridor."

- (8) *A notarized petition of two-thirds of the property owners within one hundred (100) feet the property has been submitted stating their support for the use. This finding is met. The petition was found sufficient on October 2, 2012: 13 parcels eligible; 9 parcels required; 10 parcels signed.*

- I. **STAFF RECOMMENDATION:** Based on the above findings, staff recommends denial of the application for establishment of legal nonconforming use as dog daycare with outdoor relief/exercise area.



**NONCONFORMING USE PERMIT APPLICATION**  
Department of Planning and Economic Development  
Zoning Section  
1400 City Hall Annex  
25 West Fourth Street  
Saint Paul, MN 55102-1634  
(651) 266-6589

Zoning Office Use Only  
File #: 12-109252  
Fee: 700.00  
Tentative Hearing Date: 10-25-12

PD=14

#

042823420030

### APPLICANT

Name Hip Hounds Inc. (dba Dog Days)  
Address 2120 Myrtle Ave  
City St. Paul St. MN Zip 55114 Daytime Phone 651-642-9663  
Name of Owner (if different) Wendy Harter  
Contact Person (if different) " " Phone 651-341-6055

### PROPERTY LOCATION

Address/Location 1752 Grand Ave  
Legal Description \_\_\_\_\_  
Current Zoning BC  
(attach additional sheet if necessary)

**TYPE OF PERMIT:** Application is hereby made for a Nonconforming Use Permit under provisions of Chapter 62, Section 109 of the Zoning Code:

- The permit is for: ☐ Change from one nonconforming use to another (para. c)  
☐ Re-establishment of a nonconforming use vacant for more than one year (para. e)  
☒ Establishment of legal nonconforming use status for use in existence at least 10 years (para. a)  
☐ Enlargement of a nonconforming use (para. d)

**SUPPORTING INFORMATION:** Supply the information that is applicable to your type of permit.

Present/Past Use dog daycare

Proposed Use dog daycare

Attach additional sheets if necessary

CK 1038

700.00

Attachments as required ☒ Site Plan

☒ Consent Petition

☒ Affidavit

Applicant's Signature Wendy Harter Date 8/29/12 City Agent pdc

9/24/12

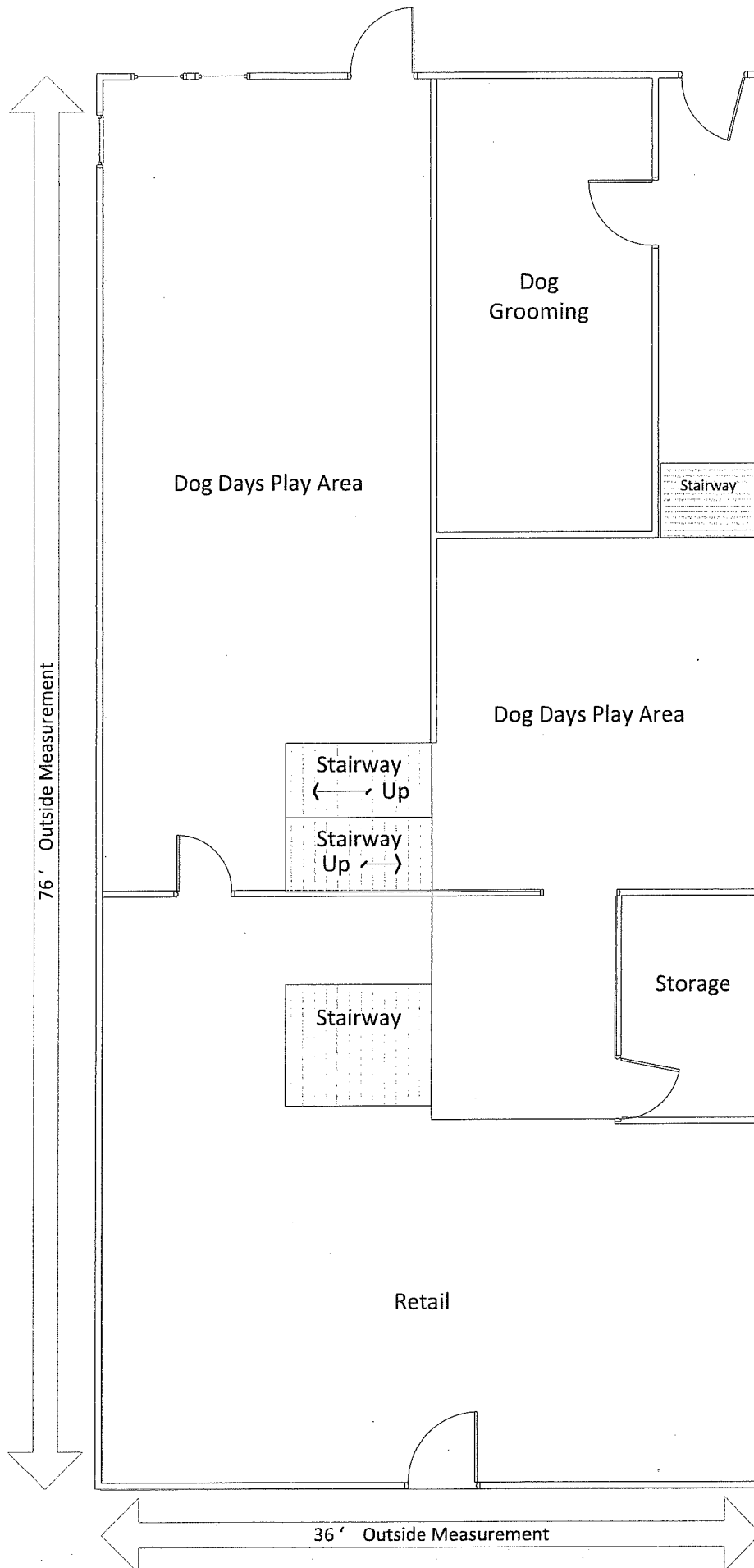
**Applying for Establishment of Legal Nonconforming Use Status**  
for business at the address: 1752 Grand Ave, St Paul, MN 55105

Hip Hounds Inc (dba Dog Days)

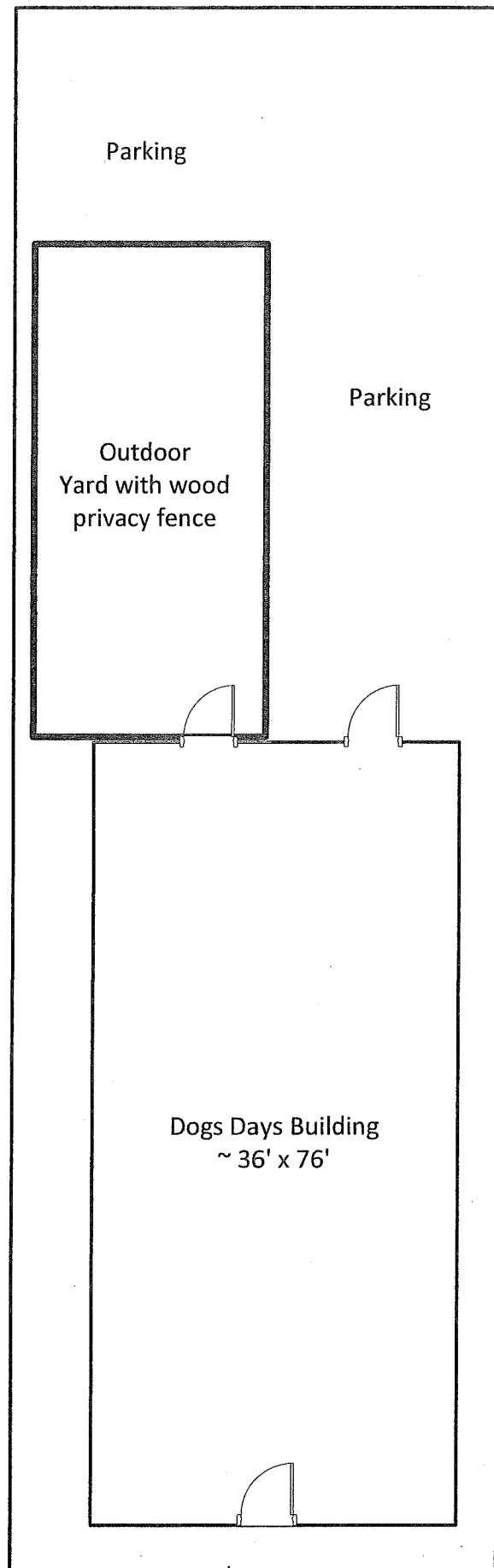
Owner: Wendy Harter  
email: wendy@dogdaysinc.com  
cell ph#: 651.341.6055  
mailing address: 2120 Myrtle Ave, St Paul, MN 55114

**Supporting information:**

1. The dog daycare business occurs entirely within the existing structures at 1752 Grand Ave. No additional buildout is required to continue operation of this business.
2. Dog Days, a dog daycare, opened for business in the year 1999. Dog Days has been in existence continuously at this property for the past 13 years.
3. We have 5 off-street parking spaces on the south side of the building. This is more than enough parking, as our clients park for 3-5 minutes, while dropping off or picking up their dog.
4. Hardship would result if this business is not approved to continue.
  - a. Employees would lose their jobs.
  - b. I, as the property owner, would suffer the loss of revenue and have a difficult time paying the mortgage and property taxes.
  - c. Our clients would be very disappointed to lose our dog daycare service at this location. Many of our clients live in the neighborhood and walk their dogs over for the day of care. Many of our clients own anxious dogs who cannot be left home alone while the owner is at work. Without our service here, some clients would be faced with difficult decisions on how to care for their dog.
  - d. This business could no longer be an active member of the Grand Ave Business Association and local community.
  - e. The State of MN will lose sales tax income generated from our sales.
5. Re-zoning the property does not seem appropriate in this given area of St. Paul.
6. The intended use has not and will not be detrimental to the character of development in the immediate neighborhood. Grand Ave fosters a diverse mix of small businesses and our dog daycare exemplifies this. The neighbors are very supportive of our business. Dog Days is very respectful of our neighbors in the way we operate our business as well as maintain our property. We keep our dogs quiet and always contained within the property. Our business certainly does not endanger public health, safety, or general welfare.
7. A notarized petition of two-thirds of the property owners within 100 feet is included with this application.



Alley



Parking

Parking

Outdoor  
Yard with wood  
privacy fence

Dogs Days Building  
~ 36' x 76'

Grand Avenue

# Dogs get their day

Grand Avenue shop supplies a day-care setting, only it's for man's best friend

By Catherine Condon

With a demanding job and a full-time class load, Heather Snedeker is often absent from her Summit-University home. Fred, her last-year hound, was growing increasingly upset. Some days he barked incessantly, annoying the neighbors. When Snedeker arrived home, Fred would become hyper. His frenzied conduct could last for hours.

Then Snedeker heard about Dog Days, a canine day-care service that opened in 1991 at 1752 Grand Ave. She began taking Fred there three times a week. The barking stopped, and at day's end Snedeker could retrieve a pet content to go home and sit quietly on the couch with her.

"He loves it," she said. "There are no behavioral problems anymore. It's incredible."

The philosophy at Dog Days is simple, according to owner Steven Schultz, 30. "When people call and ask, 'What do you do?' we just say, 'Envision child day care and substitute a dog,'" he said.

The business also offers training and behavior modification, grooming and walking services, yard pick-up, natural dog foods and a do-it-yourself dog wash. "You drop them off on the way to work," Schultz said. "We play with them and give them a structured day. They have nap time and the whole deal. Then you come and pick them up on your way home."

Dog Days grew out of Schultz's frustration with the idea of returning to work after an 18-month sabbatical. He had become burned out as an aquatic director with the YMCA of Greater St. Paul and decided early last year to take some time off.

During his furlough, Schultz adopted Farley, a white German Shepherd mix. He relished his new lifestyle. "I'd get up in the morn-

ing and walk my dog, come home, read the paper and eat breakfast," he said. "Then I'd go to a park and play with my dog some more."

The thought of returning to 10-hour work days was not very appealing. "Leaving my dog, who for the last year and a half of his life had never not had me there, was going to blow his mind," he said.

Over dinner with a friend at Cafe Latte, Schultz said he was weighing about the situation and commented that someone should start a dog day care. "That's when the light bulb went on," he said. "I thought, 'You know, that might actually work.'"

Others around the country have had the same thought. There are nearly 500 dog day cares now operating in the United States, though Schultz said he knows of just one other in the Midwest. It opened in Minneapolis at around the same time that Dog Days opened in St. Paul.

Schultz said he had to suffer through a month of rejections from commercial real estate agents and bankers before he finally secured a loan to purchase the former Al the Hop location on Grand Avenue.

"I couldn't get them to take me seriously," he said. "They'd laugh at me or they wouldn't return my calls. I had one banker hang up on me. He said, 'I hate dogs,' and hung up."

Schultz spent eight weeks remodeling the former 1950s and '60s memorabilia shop. The result is two levels of large play areas for dogs, a retail section, a space for washing dogs and a fenced outdoor area for bathroom duty. The staff of eight includes a groomer and two trainers, who are available for individual or group sessions at Dog Days or at the client's home.

Many of Dog Days' customers are people like Snedeker who work long hours and have high-energy dogs. "They come home after a

long day and their dog blitzes them," Schultz said. "Their dog wants to play or go for a walk and the people want to go to bed. We supply them with a tired, happy dog because we play with the dog all day."

Dog Days attempts to nip a dog's destructive, harmful or annoying practices. "Some veterinarians are prescribing medication for dogs that tear up the house when their owners leave," Schultz said. "We provide an alternative to doping your dog."

Business thus far is going anywhere but to

**Many customers work long hours and have high-energy dogs. "They come home after a long day and their dog blitzes them," Schultz said. "Their dog wants to go for a walk and they want to go to bed. We supply them with a tired, happy dog because we play with the dog all day."**

the dogs. "We're right on curve as far as the day care goes," Schultz said. "Actually, we're ahead of it. All of our clients have just been ecstatic."

That includes Fred, Farley, Babe, Boomer, Cappy, Enigma and a dozen other pooches, all spayed or neutered, and all properly vaccinated and pre-screened for behavioral problems. Most dogs spend at least two full days a week at Dog Days. "Monday, Wednesday and Friday is real common," Schultz said.

Customers are charged between \$19 and \$22 per day per dog, depending on the number of days a week. Drop-ins pay \$4.00 per hour. The dogs roam freely around the shop, wrestling, chasing and playing with one another and with staff members. At 10:30 a.m. and 2:30 p.m., each dog is placed in its own kennel for a nap. Every weekend, Dog Days staff launder the kennel bedding, which the dog's owners provide.

"(That way) the kennel is theirs," said manager Elizabeth Gill. "It smells like home." The do-it-yourself dog wash also is in high demand. It is housed in a utility room with access ramps, dryers and waterproof aprons for owners.

"People love it," said Schultz, who charges \$12 per wash. "Dogs normally trash a bathroom. They shake water all over the place. The towels get all full of dog hair and it clogs the drain. You also have to stand over and be on your knees."

"We've got an overhead spray gun and an elevated tub on a nice tile floor. We also have tethers that are anchored to the wall so the dog can't get away. We provide the towels, brushes and shampoo, and we clean up after."

Requests for routine dog walking are picking up, and holiday visits are even more in demand. "We'll send a staff member by for a visit, for a walk, to check the water, to bring in the mail," Schultz said.

He likes to refer to Dog Days as providing "everything but the vet" for man's best friend.

"Dogs are social creatures," Schultz said. "They need to get out that energy to be mentally well-adjusted. They've done studies that show dogs in isolation basically go crazy. They start to gnaw their paws incessantly. They become manic-depressive. They lose it."

"People can substitute for a dog pack," he said, "but we give them a real, live pack."



Owner Steve Schultz and head trainer Beth Hatch pose with some assorted pals at Dogs Days on Grand.

Y2K m  
St. Paul ta  
with mille

by Jane

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natural disaster. The b  
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and where to go for he  
case the phones are no

The city is also pu  
about 40 volunteers to  
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The volunteers will be  
employees. Training sessi  
on December 15.

A total of 73 sites wi  
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The date of article is on pg 2.



# Y2K message hits home

## St. Paul takes steps to keep problems with millennium down to a minimum

by Jane McClure

When St. Paul Mayor Norm Coleman encourages city residents to get ready for New Year's Eve, he is not talking about stocking up on champagne, party hats and noise-makers.

The mayor is publicizing the city's efforts to address the potential loss of services and other problems that may occur as a result of the Y2K computer bug. In mid-November, the city mailed out 125,000 brochures to St. Paul households urging residents to prepare for the year 2000 as if it were an impending natural disaster. The brochures include information on the do's and don'ts of Y2K preparedness, checklists for gathering supplies and where to go for help in an emergency in case the phones are not working.

The city is also publicizing its need for about 40 volunteers to help staff emergency communication sites that will be set up throughout the city from 9:00 p.m. on December 31 to 5:00 a.m. on New Year's Day. The volunteers will be paired with city employees. Training sessions will be conducted on December 15.

A total of 73 sites will be set up, including ones at Kowalski's Grand Market, the Linwood Recreation Center, Fire Station 5 on Ashland Avenue and the Selby Avenue police station. The sites are intended to give residents a place to go if they have an emergency and cannot call 911. Each site will be hooked up to the city's emergency dispatch center.

The Y2K problem originated in the 1950s and '60s when early computer system programs were written. Programmers saved costly computer memory by abbreviating years in two digits, such as "99" for 1999. Some of that computer programming has continued to this day. When the year 2000 starts, systems using a two-digit date will record the year as "00," which could cause computers to fail or malfunction.

St. Paul has spent about \$2.2 million in planning and simulation testing of equipment to get ready for and detect any potential problems as the result of Y2K. A full contingent of police and firefighters will be ready and waiting to deal with any potential problems on New Year's Eve. All staff vacations have been canceled for New Year's Eve and New Year's Day.

The city also has urged district councils and block clubs to make plans for their own neighborhoods and to encourage people to look out for one another, especially elderly residents, in case any problems arise. Many volunteer organizations also are seeking individuals to help staff shelters, deliver supplies and provide other support. Information is available by calling the Red Cross at 651-291-6707 or the Salvation Army at 651-771-0015.

City officials said they are not hearing overwhelming worries about Y2K. According to Sean Kershaw of the St. Paul Department of Planning and Economic Development, those who seem to be the most concerned are senior citizens and members of the Southeast Asian community. The city has been working to get additional information out to those groups.

The fears of the Hmong community were

expressed at a November 29 meeting at Lao Family Community. More than 500 people squeezed into a meeting room at the social service agency's University Avenue building to hear General Vang Pao and Mayor Coleman explain what will happen when the new year begins.

Rumors about the potential impact of Y2K have swept through the Southeast Asian community, including fears of flooding, crime waves, food shortages and having to go for weeks without electricity. Lao Family Community staff said they are aware of some families who have moved back to Laos and Thailand because of their fears. Others are stockpiling food, water and gasoline.

Coleman told members of the crowd via a translator that they only needed to prepare for Y2K as if it were a bad snowstorm.

"What we're saying is be ready and be prepared in a very simple way," he said. "Don't do things that could hurt you or your family."

City meetings also have been held with utilities and the local business community. At a November 17 press conference, Coleman stressed that the city needs to be prepared, but residents have no need to fear. "The water will run and the power will be on," he said.

Still, he said the city may experience some problems, especially with the telephone system. Coleman, St. Paul public safety officials and US West are asking everyone to refrain from using their phones unless absolutely necessary between 11:00 p.m. on December 31 and 1:00 p.m. on January 1.

The concern is that many people will want to wish a friend or family member a happy New Year or will simply be picking up the phone to see if there is still a dial tone. Such innocent acts could overwhelm the phone system, which would create life-threatening situations in the event of a real emergency.

The brochure that was sent to St. Paul homes suggests that residents make copies of important documents and personal family records, and that they know what assets they have in banks. The city is not recommending that anyone withdraw large amounts of money from banks, but that they make sure they have some cash on hand over the New Year's weekend. A check with area banks shows that they have all completed their Y2K preparations.

Residents also are being encouraged to have at least a three-day surplus of food, water and household supplies on hand. They should select nonperishable foods that require no refrigeration, preparation or cooking, and little or no water. Water should be stored in plastic bottles. Figure on about 1 gallon of water per person per day.

Residents also should have first aid kits and emergency supplies ready such as paper cups and plates, plastic utensils, toilet paper, flashlights, portable radios, batteries, fire extinguishers and battery-operated smoke detectors.

For information on Y2K preparedness or to volunteer at one of the emergency communication sites, call 651-266-6925 or visit the city's Web site at [www.stpaul.gov/y2k](http://www.stpaul.gov/y2k).

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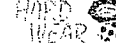
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urged between \$19 and depending on the num- Drop-ins pay \$4.00 per freely around the shop, id playing with one an- members. At 10:30 a.m. log is placed in its own nel bedding, which. The

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rhead spray gun and an e tile floor. We also have ored to the wall so the We provide the towels, and we clean up after." e dog walking are pick- sits are even more in a staff member by for a eck the water, to bring in id.

Dogs Days as providing et" for man's best friend. eatures," Schultz said. it that energy to be men- they've done studies that n basically go crazy. They awns incessantly. They be- ive. They lose it. itute for a dog pack," he em a real, live pack."

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February 7, 2007

## **STATEMENT OF CLARIFICATION**

### **ANIMAL DAYCARE**

Animal daycare is not specifically listed as a permitted use under the City's Zoning Code. When a use is not specifically listed, the City's Zoning Administrator will make a determination as to where the use fits within the Zoning Code. The Zoning Administrator has determined that an animal daycare (dogs and cats only) commercial use is similar to other uses in the IR, I1, and I2 zoning districts. Within the IR and I1 districts the use would be an indoor use only. The entire operation must be located within a completely enclosed building. Within the I2 district the use may have an accessory outdoor, fenced run/relief area provided the property does not adjoin a property occupied by a residential use. The outdoor run/relief area shall be supervised when any animals are occupying this area.

The Zoning Administrator has also determined that an animal daycare as a Home Occupation is permitted for dogs and cats only, with up to a total of three (3) animals.

There are currently no provisions in the City's Licensing Code for Animal Daycares. We are currently in the process of revising the City's licensing ordinance to include licenses for Animal Daycare (Home location) and Animal Daycare (Commercial location-petition required).

Jeffrey J. Hawkins  
LIEP Inspector III

TO: City of St. Paul License Dept.  
Attn: Kristina Schweinler

FROM: Hip Hounds Inc (dba Dog Days)  
Owner: Wendy Harter  
email: wendy@dogdaysinc.com  
cell ph#: 651.341.6055  
mailing address: 2120 Myrtle Ave, St Paul, MN 55114

DATE: September 7, 2012

RE: License for business at the address: 1752 Grand Ave, St Paul, MN 55105

***CONSENT PETITION for the dog daycare business***

Enclosed are signatures of 9 of the 15 property owners within 150' of my property, per the map provided by the City of St Paul (also enclosed). Since I am also applying for a Nonconforming Use Permit, I used that petition sheet to capture the signatures.

I left messages and letters with the other 6 property owners. I have not been able to talk with them directly to receive a reply about their support of the business. I will continue to try to contact them. I have not received a "no" from anyone thus far. As I get any additional signatures, I will forward them on to you for your records.

I will be turning in my application and supporting documents for the Establishment of Legal Nonconforming Use Permit to that department on 9/12/12.

Regards,



Wendy Harter

ZONING PETITION SUFFICIENCY CHECK SHEET

REZONING

SCUP

NCUP

FIRST SUBMITTED

RESUBMITTED

DATE PETITION SUBMITTED: 9-24-12

DATE PETITION RESUBMITTED: 10-2-12

DATE OFFICIALLY RECEIVED: 9-25-12

DATE OFFICIALLY RECEIVED: 10-2-12

PARCELS ELIGIBLE: 13

PARCELS ELIGIBLE: 13

PARCELS REQUIRED: 9

PARCELS REQUIRED: 9

PARCELS SIGNED: 9

PARCELS SIGNED: 10

CHECKED BY: Paul Dubranel

DATE: 9-25-12

Paul Dubranel

10-2-12

# CITY OF SAINT PAUL

## AFFIDAVIT OF PETITIONER FOR A CONDITIONAL USE PERMIT OR A NONCONFORMING USE PERMIT

STATE OF MINNESOTA)

:SS

COUNTY OF RAMSEY)

The petitioner, Wendy J. Harter, being first duly sworn, deposes and states that the consent petitioner is informed and believes the parties described on the consent petition are owners of the parcels of real estate described immediately before each name; each of the parties described on the consent petition is an owner of property within 150 feet of the subject property described in the petition; the consent petition contains signatures of owners of at least two-thirds (2/3) of all eligible properties within 100 feet of the subject property described in the petition; and the consent petition was signed by each said owner and the signatures are the true and correct signatures of each and all of the parties so described.

Wendy J. Harter  
NAME

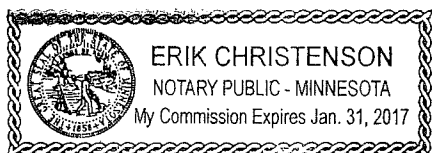
2029 Upper St Dennis Rd  
St Paul MN 55116  
ADDRESS

651-341-6055  
TELEPHONE NUMBER

Subscribed and sworn to before me this

10<sup>th</sup> day of September, 2012.

[Signature]  
NOTARY PUBLIC



# CITY OF SAINT PAUL

## CONSENT OF ADJOINING PROPERTY OWNERS FOR A NONCONFORMING USE PERMIT

We, the undersigned, owners of the property within 100 feet of the subject property acknowledge that we have been presented with the following:


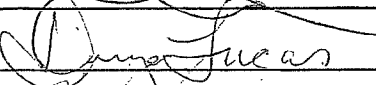
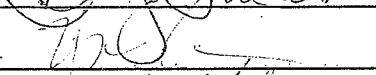
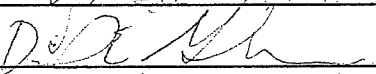
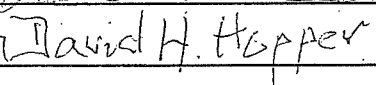
A copy of the application of Hip Hounds Inc. (dba Dog Days)  
(name of applicant)

to establish a Dog Daycare  
(proposed use)

located at 1752 Grand Ave  
(address of property)

requiring a nonconforming use permit, along with any relevant site plans, diagrams, or other documentation.

We consent to the approval of this application as it was explained to us by the applicant or his/her representative.

ADDRESS OR PIN	RECORD OWNER	SIGNATURE	DATE
745 Grand) 042823420021	CHARLES BROST		9/6/12
1777 Lincoln Ave.	Brent + Danya Lucas		9/7/12
1775 Lincoln Ave.	Chet + Yvonne Anders		9/7/12
1761 Lincoln Ave.	DAVID + KIRSTEN GAMACHE		9/7/12
1757 Lincoln Ave	David H. Hepper		9/7/12

NOTE: All information on the upper portion of this application must be completed prior to obtaining eligible signatures on this petition.

pg. 2/

pg 31

We, the undersigned, owners of the property within 100 feet of the subject property acknowledge that we have been presented with the following:

to establish a Drug Daycare \_\_\_\_\_  
(proposed use)

located at 1752 Grand Ave  
(address of property)

requiring a nonconforming use permit, along with any relevant site plans, diagrams, or other documentation.

We consent to the approval of this application as it was explained to us by the applicant or his/her representative.

[illegible]

NOTE: All information on the upper portion of this application must be completed prior to obtaining eligible signatures on this petition.



pg 4/

We, the undersigned, owners of the property within 100 feet of the subject property acknowledge that we have been presented with the following:

located at 1752 Grand Ave  
(address of property)

We consent to the approval of this application as it was explained to us by the applicant or his/her representative.

[illegible]

NOTE: All information on the upper portion of this application must be completed prior to obtaining eligible signatures on this petition.

CITY OF SAINT PAUL

CONSENT OF ADJOINING PROPERTY OWNERS FOR A  
NONCONFORMING USE PERMIT

We, the undersigned, owners of the property within 100 feet of the subject property acknowledge that we have been presented with the following:

A copy of the application of Hip Hounds Inc. (dba Dog Days)  
(name of applicant)

to establish a Dog Daycare  
(proposed use)

located at 1752 Grand Ave  
(address of property)

requiring a nonconforming use permit, along with any relevant site plans, diagrams, or other documentation.

We consent to the approval of this application as it was explained to us by the applicant or his/her representative.

ADDRESS OR PIN	RECORD OWNER	SIGNATURE	DATE
<del>143 Lincoln Ave</del> <del>012027120021</del>			
1765 Lincoln Ave	Doug/Sara Cowles	Doug Cowles	9-8-12

NOTE: All information on the upper portion of this application must be completed prior to obtaining eligible signatures on this petition.

## CONSENT OF ADJOINING PROPERTY OWNERS FOR A NONCONFORMING USE PERMIT

A copy of the application of Hip Hounds Inc. (dhr Dog Days)  
(name of applicant)

to establish a Day Daycare  
(proposed use)

located at 1752 Grand Ave  
(address of property)

**We consent to the approval of this application as it was explained to us by the applicant or his/her representative.**

[illegible]

0/0

# CITY OF SAINT PAUL

## AFFIDAVIT OF PETITIONER FOR A CONDITIONAL USE PERMIT OR A NONCONFORMING USE PERMIT

STATE OF MINNESOTA)

:SS

COUNTY OF RAMSEY)

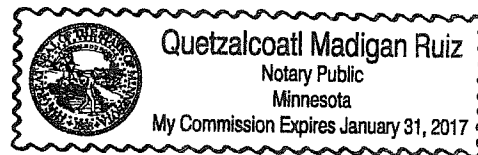
The petitioner, Wendy Harter, being first duly sworn, deposes and states that the consent petitioner is informed and believes the parties described on the consent petition are owners of the parcels of real estate described immediately before each name; each of the parties described on the consent petition is an owner of property within 100 feet of the subject property described in the petition; the consent petition contains signatures of owners of at least two-thirds (2/3) of all eligible properties within 100 feet of the subject property described in the petition; and the consent petition was signed by each said owner and the signatures are the true and correct signatures of each and all of the parties so described.

Wendy Harter  
NAME

2029 Upper St. Dennis Rd., St Paul MN  
ADDRESS 55116

651-341-6055  
TELEPHONE NUMBER

Subscribed and sworn to before me this  
2 day of October, 2012.



[Signature]  
NOTARY PUBLIC

## CONSENT OF ADJOINING PROPERTY OWNERS FOR A NONCONFORMING USE PERMIT

A copy of the application of Hip Hounds Inc. (dba Dog Days)  
(name of applicant)

to establish a Dog Day care \_\_\_\_\_  
(proposed use)

located at 1752 Grand Ave  
(address of property)

requiring a nonconforming use permit, along with any relevant site plans, diagrams, or other documentation.

We consent to the approval of this application as it was explained to us by the applicant or his/her representative.

[illegible]

NOTE: All information on the upper portion of this application must be completed prior to obtaining eligible signatures on this petition.

**STAMP - Activity Detail**[New Search](#)[Help using this report](#)[E-mail Service Desk](#)**1752 Grand Ave**

Click [here](#) to access other applications using this address - GISmo, MapIT, and Ramsey County Info

**Run Date:** 10/17/12 01:20 PM**Folder ID#:** 99 005393**In Date:** 08/26/99**Issued  
Date:****Status:** Canceled**Expiry  
Date:** 08/25/05**Closed:****Type:** XA - ECLIPS License - Animals - Pet Grooming Facility**Reference#:** L234486**Description:**

ECLIPS License# 19990005393

**People:**

Licensee:

Steven Schultz

Dog Days

1158 Park Ave

Mahtomedi MN 55115

651-426-4580

**Property:**

1752 GRAND AVE, PIN: 042823420030

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**Run Date:** 10/17/12 01:20 PM**Folder ID#:** 05 178411**In Date:** 10/11/05 **Issued Date:****Status:** Active/Issued**Expiry Date:** 10/11/13 **Closed:****Type:** XA - ECLIPS License - Animals - Pet Grooming Facility**Reference#:** L412078**Description:**

ECLIPS License# 20050003845

**People:**

Licensee:

Wendy Harter

Dog Days

2120 Myrtle Ave

St Paul MN 55114

651-642-9663

**Property:**

1752 GRAND AVE, PIN: 042823420030

**License Condition:**

1, Dog grooming only. Dog Daycare is not permitted.

**General License Activity****Assigned To:** Fischbach, Jeff**Next Schedule:** 01/03/08**Result:****12/31/2007:** Conditions Met - Reid Soley

**STAMP - Activity Detail**[New Search](#)[Help using this report](#)[E-mail Service Desk](#)**1752 Grand Ave**

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**Run Date:** 10/17/12 01:20 PM **In Date:** 12/19/07 **Status:** Resolved  
**Folder ID#:** 07 221466 **Entered By:** VanMassenhove, April **Closed:** 12/21/07  
**Type:** CS - CSO Complaint - License - Complaint

**Description:**

operating a Dog Day Care business out of the back end of this building. I see no permit or license for "The KEEPING OF ANIMALS" current for this business. The business regularly "KEEPS" & "Cares for" more than 3 dogs at the address on a daily basis.

**Comment:**

**12/20/2007** : License Printed: 12/20/2007

**12/21/2007** : Animal Printed: 12/21/2007

**People:****Owner:**

Hip Hounds Properties Llc  
2029 Upper St Dennis Rd  
St Paul MN 55116-2810  
651-341-6055

**Responsible Party:**

Dog Days Doggy Day Care Inc  
1752 Grand Ave  
St Paul MN 55105-1818  
651-696-1817

**Info Value:**

Behavior Complaint: No  
Possible Student Housing?: No

Ward: 3

District Council: 14

**DSI CS Complaint Admin**

**Assigned To:** CSO Complaint Analyst Pool 651-266-8989

Closed on: 12/21/07

**DSI Licensing Response**

**Assigned To:** Rozek, Christine 651-266-9108

12/20/2007: Transfer to Checklist Depts - To: DSI Animal Control.

**DSI Animal Control Response**

**Assigned To:** Notarino, Marie 651-266-1101

12/21/2007: Resolved - Closed - 12/21/2007 This is a pet grooming facility that is licensed by the City. MN



**STAMP - Activity Detail**[New Search](#)[Help using this report](#)[E-mail Service Desk](#)**1752 Grand Ave**

Click [here](#) to access other applications using this address - GISmo, MapIT, and Ramsey County Info

**Run** 10/17/12 01:21 PM **In Date:** 07/18/12 **Status:** Resolved  
**Date:**  
**Folder** 12 082981 **Entered By:** Zacho, Karen **Closed:** 08/20/12  
**ID#:**  
**Type:** CS - CSO Complaint - License - Complaint

**Description:**

HipHounds is now using their business as a doggie day care. Considerable noise from the business.

7/18/12 different complainant: Doggie daycare is open from 6am-6pm and they have up to 18 dogs at one time rotating the dogs in and out throughout day. This is an issue of dogs constantly barking and apartment residents with windows/walls on the same side of business being constantly disturbed. Is this place properly licensed for doggie daycare/how many dogs can they have?

**Comment:**

**07/19/2012** : License Printed: 07/19/2012

**Document:**

[Batch PDF: Complaint Document](#) - Generated: 07/19/2012 - Sent: 07/19/2012

\* Note: Clicking on above document links may not reflect the exact formatting of the original document.

**People:**

Owner:

Hip Hounds Properties Llc  
2029 Upper St Dennis Rd  
St Paul MN 55116-2810  
651-341-6055

Responsible Party:

Dog Days Doggy Day Care Inc  
1752 Grand Ave  
St Paul MN 55105-1818  
651-696-1817

**Info Value:**

Behavior Complaint: No  
Possible Student Housing?: No

Ward: 3

District Council: 14

See Click Fix: No

**DSI CS Complaint Admin**

**Assigned To:** CSO Complaint Analyst Pool 651-266-8989

07/18/2012: Resend to Depts

07/18/2012: Email Sent - To: Rozek, Christine

**DSI Licensing Response**

**Assigned To:** Rozek, Christine 651-266-9108

08/20/2012: Closed with Comments - app. recd. still need to contact PED and get petition.

7/19/2012 5:01 AM

Complaints Worksheet - Rozek, Christine

Page 1 of 1

Complaint ID#: 12 082981

PIN: 042823420030

Status: Under Review

In Date: 7/18/2012

Ward: 3

Zoning: BC

Sub: License

Dist Council: 14

Owner: Entered By: Zacho, Karen

Complaint Location:

1752 GRAND AVE Elmer  
Morrison's rearrange Lot 3 Blk  
4

Census Tract: 35100 Hip Hounds Properties Llc 651-341-6055

Census Block: 405 2029 Upper St Dennis Rd St Paul MN 55116-2810

Homesteader:

Tax Owner:

Legal Desc: Elmer Morrison's rearrange Lot 3 Blk 4

Complainant: No Name 651-808-0086

Details: HipHounds is now using their business as a doggie day care. Considerable noise from the business.  
7/18/12 different complainant: Doggie daycare is open from 6am-6pm and they have up to 18 dogs at one time rotating the dogs in and out throughout day. This is an issue of dogs constantly barking and apartment residents with windows/walls on the same side of business being constantly disturbed. Is this place properly licensed for doggie daycare/how many dogs can they have?

Prob Prop

☐

Other Depts:

DSI Licensing Response - Scheduled Date: 7/18/12

Comment:

Previous Results

Entered By

Comment

Inspector: Please circle inspection result and write comments below:

Resolved-Closed

Under Review

Unfounded

Transfer to Checklist Depts

Add Checklist Depts

Initial: \_\_\_\_\_ Date: \_\_\_\_\_

Comments: \_\_\_\_\_



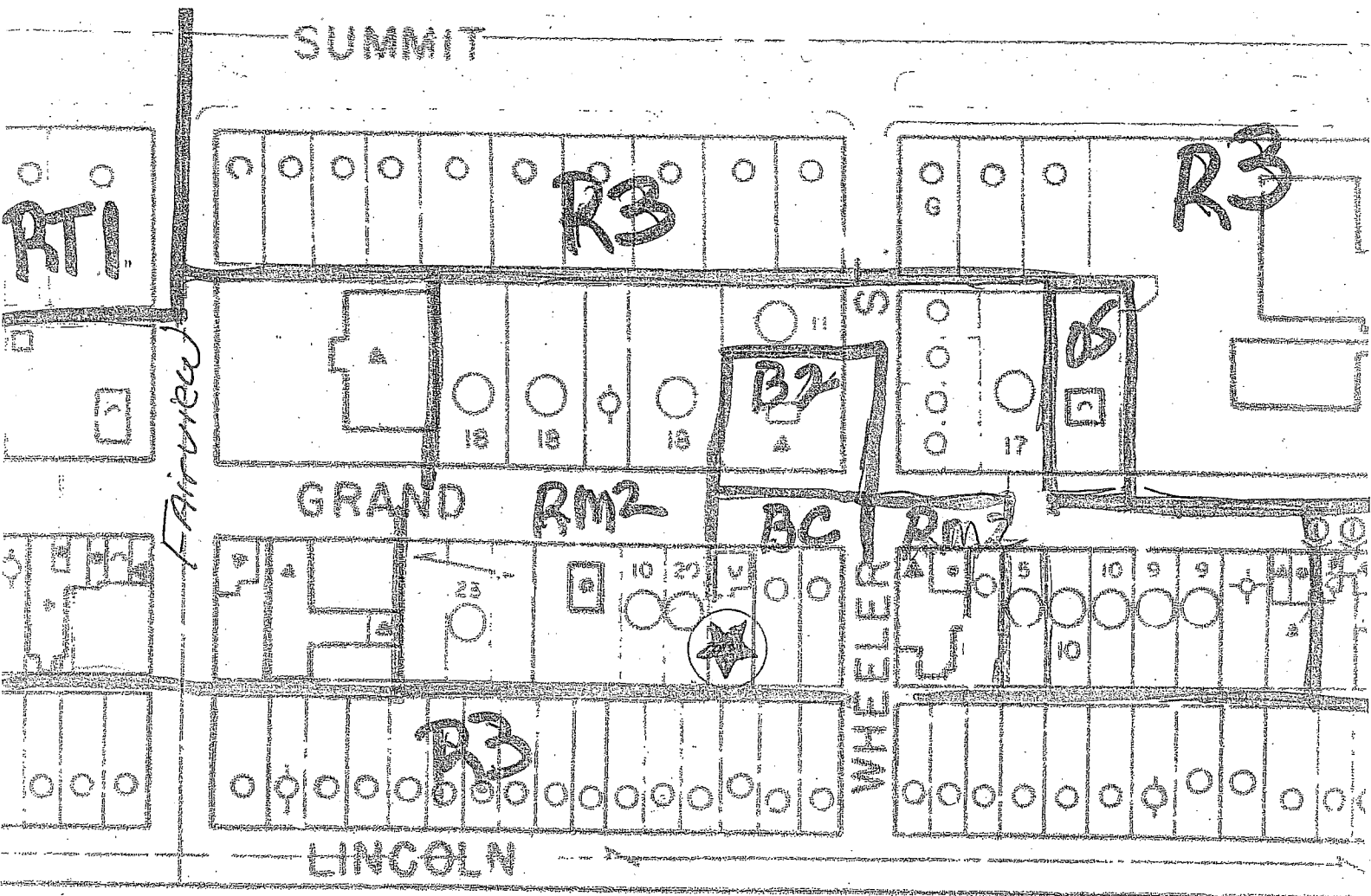
# GISmo Oblique Photography

Images courtesy of: Microsoft® Virtual Earth™ 2006

☒ Show Dashboard ☐ Show Reference Map



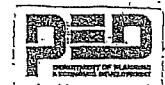
© 2012 Microsoft Corporation Pictometry Bird's Eye © 2010 Pictometry International Corp Pictometry Bird's Eye © 2010 USA Geospatial Services, Inc.



APPLICANT Hip Hounds  
 PURPOSE Establishment NCEP  
 FILE # 12-109252 DATE 9-25-12  
 PLNG. DIST 14 Land Use Map # 18  
 SCALE 1" = 400' Zoning Map # 13

LEGEND

- zoning district boundary
- subject property
- one family
- two family
- multiple family



- commercial
- industrial
- vacant



**CITY OF SAINT PAUL**  
*Christopher B. Coleman, Mayor*

25 West Fourth Street  
Saint Paul, MN 55102

Telephone: 651-266-6700  
Facsimile: 651-228-3220

DATE: October 26, 2012  
TO: Planning Commission  
FROM: Zoning Committee  
SUBJECT: Results of October 25, 2012 Zoning Committee Hearing

**NEW BUSINESS**

		<u>Recommendation</u>	
		<u>Staff</u>	<u>Committee</u>
1.	<b>Hip Hounds Inc ( 12-109-252 )</b> Establishment of legal nonconforming use as dog daycare with outdoor relief/exercise area	Denial	Laid Over ( 6 - 0 )
	<b>Address:</b>	1752 Grand Ave between Wheeler and Fairview	
	<b>District Comment:</b>	District 14 recommended approval	
	<b>Support:</b>	5 people spoke, 39 letters	
	<b>Opposition:</b>	0 people spoke, 1 letter	
	<b>Hearing:</b>	Hearing is closed	
	<b>Motion:</b>	Laid over to November 8, 2012	





## CITY OF SAINT PAUL

*Christopher B. Coleman, Mayor*

*25 West Fourth Street  
Saint Paul, MN 55102*

*Telephone: 651-266-6626  
Facsimile: 651-228-3341*

Date: October 25, 2012  
To: Planning Commission  
From: Neighborhood Planning Committee  
Re: The West Side Community Plan  
Release for Public Review and Set Public Hearing

---

### Background

Beginning in 2011 and continuing through the spring of 2012, the West Side Community Organization (WSCO) held a series of community conversations with residents and businesses to learn about their ideas and vision for the future of the West Side. Over 150 people participated in the visioning sessions, providing more than five hundred comments and recommendations for "Key Strategies." Developed by WSCO staff, Community Design Group, and over 300 residents, The West Side Community Plan was approved by the WSCO Board of Directors on August 13, 2012, and is now being submitted to the Planning Commission and City Council for consideration and adoption as an addendum to the Saint Paul Comprehensive Plan.

The current district plan for District 3 is the West Side Community Plan and the Riverview Commercial Corridor Revitalization Program (RCCRP), adopted by the City Council on August 8, 2001. The attached draft West Side Community Plan has been reviewed by affected City departments for consistency with City policies and the Comprehensive Plan.

### Committee recommendation

The Neighborhood Planning Committee recommends that the Planning Commission release the attached draft West Side Community Plan for public review on November 2, 2012, and set a public hearing date for **December 14, 2012**.

### Attachments:

1. The West Side Community Plan
2. Email from WSCO re: adoption of the plan



WEST SIDE  
community organization

August 28, 2012

Cecile Bedor  
Director, Planning and Economic Development  
City of Saint Paul  
25 West Fourth Street Suite 1300  
St. Paul, MN 55102

Barbara A. Wencil  
Chair, Saint Paul Planning Commission  
25 West Fourth Street Suite 1400  
St. Paul, MN 55102

On behalf of the West Side Community Organization (WSCO)/District 3 Planning Council, I respectfully submit the 2012-2022 West Side Community/District 3 Plan for your consideration.

Beginning in 2011, WSCO launched an extensive community engagement process, reaching over 300 residents and stakeholders through workshops, focus groups, one to one conversations and formal meetings. The document before you articulates the objectives, strategies and priorities developed as part of the process.

On August 13, 2012, the WSCO Board of Directors approved the following motion: *"To approve the 2012-2022 West Side Community/District 3 Plan and forward the document to the City of Saint Paul Planning Commission and City Council for formal adoption as an addendum to the City of Saint Paul's Comprehensive Plan."*

Please let me know how I can be of assistance as the Plan moves through the City approval process.

Sincerely,

Elena Gaarder  
WSCO Executive Director





**CITY OF SAINT PAUL**  
*Christopher B. Coleman, Mayor*

*25 West Fourth Street  
Saint Paul, MN 55102*

*Telephone: 651-266-6626  
Facsimile: 651-228-3341*

Date: October 25, 2012  
To: Planning Commission  
From: Neighborhood Planning Committee  
Re: District del Sol Small Area Plan: Public Hearing Response Memo

On November 19, 2010, the Planning Commission initiated a small area plan for property on two sides of Wabasha Street from the retaining wall to Congress Street, Cesar Chavez (old Concord) Street from Wabasha to Ada Streets, and Robert Street from Colorado to Cesar Chavez Streets, and established a neighborhood task force to develop recommendations for the plan. Dubbed the "District del Sol," the study area is entirely within District 3; the task force was co-chaired by a planning commissioner and a District 3 resident.

The *District del Sol Small Area Plan* was approved by the task force in February 2012 and was submitted to the Planning Commission and City Council for consideration and adoption. Objectives and strategies in the plan address commercial and residential real estate (both buildings and vacant property), multi-modal streets, pedestrian-oriented improvements, the natural and urban environment, neighborhood and business capacity, and land use.

The *District del Sol Small Area Plan*, to be adopted as an addendum to the Saint Paul Comprehensive Plan, was modeled after the "Smith Avenue Revitalization Plan" adopted by the City in 2011. The draft plan has been reviewed by affected City departments (Public Works, Parks and Recreation and the Heritage Preservation Commission) for consistency with City policies and the Comprehensive Plan.

Commissioners received a copy of the *District del Sol Small Area Plan* at the August 24, 2012 Planning Commission meeting at which the plan was released for public hearing. Contact Kate Reilly at [kate.reilly@ci.stpaul.mn.us](mailto:kate.reilly@ci.stpaul.mn.us) or 651-266-6618 to request an additional copy of the plan.

#### **Public Hearing**

On October 5, 2012 a public hearing was held before the Planning Commission regarding the *District del Sol Small Area Plan*. Testimony was heard from two members of the community.

**Testimony in support.** Positive testimony was heard from two members of the community. First, Elena Gaarder, Executive Director of the District 3 Planning Council - West Side Community Organization (WSCO), stated that the plan positively positions the commercial district for future transitway investments, would bring added buying power to the commercial district through adding housing units, and respects the history and values of the neighborhood. Karen Reid,

Executive Director of the Neighborhood Development Alliance (NeDA) also spoke in support. She stated that her organization was in support of the plan and recognized the work of the Riverview Economic Development Alliance (REDA) which spearheaded the work on the plan. Both Ms. Gaarder and Ms. Reid were members of the task force convened for this small area plan.

Also in support was a letter from Kenneth Smith, President and CEO of District Energy St. Paul. The letter states that District Energy provides service into District del Sol and that the organization would like to be involved in the activities under *E1.1 Conduct a basic energy audit for commercial and residential structures in the District* in order to expand the evaluation and discussion of community energy use and energy efficiency opportunities and *E1.3 Involve Energy Smart and other programs in audits of commercial buildings* as audits of buildings connected to the District Energy system use different sets of criteria to determine efficiencies. Mr. Smith also suggested a fifth energy objective for the plan, "E5. Evaluate the costs and benefits of connection to the District Energy system in areas of new development or significant renovation."

#### **Testimony in opposition.**

No testimony in opposition, either verbal or written, was received.

#### **Recommendation**

To address the comments from Kenneth Smith of District Energy St. Paul, it is recommended that the "Implementation" section of the plan be amended to include District Energy as a "Participating Party" for *E1.1 Conduct a basic energy audit...* and for *E1.3 Involve Energy Smart and other programs in audits of commercial buildings*. In addition, it is recommended that a fifth Energy Efficiency Strategy, "Evaluate the costs and benefits of connection to a variety of energy systems or utilities in areas of new development or significant renovation" be added.

In addition, it is recommended that Water Resources Objective WR2.1 *Prepare a hydrology study to map the watershed and determine stormwater volumes* be removed. This is because there was a hydrology study done for the entirety of the West Side in 2010, which remains current and is used by the Department of Public Works Stormwater Division in decision making.

The Neighborhood Planning Committee recommends that the Planning Commission approve the *District del Sol Small Area Plan* and forward it to the Mayor and City Council with a recommendation for adoption of the plan as an addendum to the Saint Paul Comprehensive Plan, pending approval by the Metropolitan Council.

#### **Attachments:**

1. Planning Commission Resolution to adopt District del Sol Small Area Plan



city of saint paul  
planning commission resolution  
file number \_\_\_\_\_  
date \_\_\_\_\_

**RESOLUTION RECOMMENDING ADOPTION OF THE *DISTRICT DEL SOL PLAN* AS PART  
OF THE SAINT PAUL COMPREHENSIVE PLAN**

WHEREAS on November 19, 2010 the Planning Commission initiated a small area plan for property along Robert and Cesar Chavez Streets in District 3, and established a neighborhood task force ("Task Force") to develop a plan and study, and make recommendations regarding their adoption; and

WHEREAS, the proposed boundaries of such a study are generally described as the two sides of Wabasha Street from the retaining wall to Congress Street, Cesar Chavez (old Concord) Street from Wabasha to Ada streets, and Robert Street from Colorado to Cesar Chavez streets;

WHEREAS, the Task Force prepared a small area plan entitled *District del Sol Small Area Plan* and submitted to the City for consideration and adoption as an addendum to the Saint Paul Comprehensive Plan; and

WHEREAS, the *District del Sol Small Area Plan* was reviewed by affected City departments for consistency with City policies as well as the City's adopted Comprehensive Plan; and

WHEREAS, a duly noticed public hearing was conducted by the Planning Commission on October 5, 2012; and

WHEREAS, the Planning Commission referred the *District del Sol Small Area Plan* to the Neighborhood Planning Committee for consideration, review of the public hearing testimony, and recommendation; and

WHEREAS, the Neighborhood Planning Committee, on October 24, 2012 forwarded its recommendations to the Planning Commission; and

WHEREAS, the Planning Commission is authorized under Minnesota Statutes Section 462.355(2) and Chapter 107 of the Saint Paul Administrative Code to recommend to the Mayor and City Council amendments to the Comprehensive Plan;

moved by \_\_\_\_\_  
seconded by \_\_\_\_\_  
in favor \_\_\_\_\_  
against \_\_\_\_\_

NOW, THEREFORE, BE IT RESOLVED, under the provisions of Minnesota Statutes § 462.355 and Minnesota Statutes § 462.357, that the Planning Commission hereby recommends adoption of the *District del Sol Small Area Plan* as an addendum to the Saint Paul Comprehensive Plan, pending approval by the Metropolitan Council; and

BE IT FURTHER RESOLVED, that the Planning Commission directs the Planning Administrator to forward the *District del Sol Small Area Plan* along with this resolution, to the Mayor and City Council for their review and adoption.



**CITY OF SAINT PAUL**  
*Christopher B. Coleman, Mayor*

*25 West Fourth Street  
Saint Paul, MN 55102*

*Telephone: 651-266-6700  
Facsimile: 651-228-3220*

**DATE:** October 25, 2012  
**TO:** Planning Commission  
**FROM:** Neighborhood Planning Committee  
**RE:** Amendments to the Highland Village Special District Sign Plan

**Background:**

On July 14, 2011 the Planning Commission initiated a study, undertaken by a task force, of the Highland Village Special District Sign Plan. The task force was made up of members of the Highland Business Association and the Highland District Council. The group met between July 2011 and May 2012 and made recommendations to amend the plan and plan area (see Attachment A). The recommendations are modeled on those made for the 2009 update of the Grand Avenue Special District Sign Plan. They clarify language and amend the area to which the sign plan applies.

The Highland Village Special District Sign Plan was originally drafted by the Highland Village Planning Committee and adopted by the City Council in 1986. It applies to the area shown on Attachment B. In February, 2011 the Highland District Council requested review of the Highland Village Special District Sign Plan. At the same time, the Highland Business Association recommended that signs with dynamic display be prohibited within the sign district, and the Highland District Council supported this recommendation.

The draft amendments and their rationale are detailed in the attached document. Primarily the changes result in a sign plan that follows more closely the style of the existing zoning code by clearing up unnecessary and ambiguous language. In addition, the draft plan expands the area of the sign district to the Ford site and up to Snelling Avenue. One of the principal changes to the document is the addition of a prohibition on dynamic display signs.

**Recommendation:**

The Neighborhood Planning Committee recommends that the Planning Commission set a public hearing to consider updates and amendments to the Highland Village Special District Sign Plan for December 14, 2012.

**Attachments:**

Attachment A – Recommended changes to the Highland Village Special District Sign Plan  
Attachment B – Original Special Sign District map  
Attachment C – “Clean” copy of Highland Village Special District Sign Plan

# HIGHLAND VILLAGE SPECIAL DISTRICT SIGN PLAN

OCTOBER 2012 draft amendments – strikeouts and underlines

## Intent and Purpose

The Highland Village Special District Sign Plan, as provided in ~~Section 66.216~~ Sections 64.601 and 64.750 of the Zoning Code, is intended to provide sign controls for Highland Village which will make it an attractive place and build upon its unique character and identity. The sign plan is intended to reduce sign clutter and to provide strong, clear identification of businesses. The sign plan provides a framework for signs so that the Village will have a consistent sign system, signs will fit in with the architecture of buildings, businesses are clearly and concisely identified, the image of the Village is made more memorable, and the pride businesses have for the area is enhanced. for the Highland Village commercial area with the following purpose:

- ☐ Strengthen and reinforce the image of the Highland Village commercial district as a unique quality shopping area by encouraging attractive, well-designed signs that complement the overall design of the district; do not clutter or detract from the appearance of the streetscape or the businesses; and do not overpower the design of buildings.
- ☐ Focus attention on the businesses at street level, with clear and concise business signs that support the pedestrian focus of the commercial district rather than being geared toward high-speed vehicular traffic.
- ☐ Keep window signs from blocking the view into businesses, allowing for passersby to see into the building in order to encourage sales and enhance the safety of employees and shoppers.

[A new purpose statement was crafted by the Highland Village Sign Plan Task Force]

## Area Description

The Highland Village Special District Sign Plan shall apply to the area designated on the accompanying map "Highland Village Sign District," and described in section 9: bounded by Mississippi River Boulevard, MacGoffin Avenue, Saint Paul Avenue, Bohland Avenue; Howell Street; the alley along Ford Parkway between Howell Street and Snelling Avenue; Pinehurst, Wilder Street, Cleveland Avenue, Finn Street and, Pinehurst, Mount Curve Boulevard and Highland Parkway as shown on the attached map.

[The proposed area of the sign plan has changed. See map]

## Interpretation and Definitions and Interpretation

The provisions of this Special District Sign Plan are supplementary to the provisions those of Chapter 646, Signs, of the Zoning Code, and the most restrictive provision shall apply. ~~The provisions of this Sign Plan which are more restrictive than provisions of Chapter 66 shall prevail and supersede the provisions of Chapter 66.~~ All words and terms shall be defined as in Chapter 646 of the Zoning Code of the City of St. Paul. ~~The word shall is mandatory; the word should is advisory.~~

[To clean up and clarify language]

## Administration and Enforcement

The zoning administrator shall enforce the provisions of this Plan as a supplement to Chapter 64, Signs, of the Zoning Code. Whenever a permit for a sign in the Highland Village Special Sign District is required under the provisions of Chapter 64 of the Zoning Code, such permit shall not be issued unless the plans for the sign have been approved by the Zoning Administrator as in conformance with this Plan and Chapter 64, Signs.

The Zoning Administrator may order the removal of any sign that is not constructed or maintained in accordance with the provisions of this Special District Sign Plan under the provisions of Section 64.206(d) of the Zoning Code. Violations of this Special District Sign Plan are subject to the enforcement provisions of Chapter 61, Article IX, 61.900, Enforcement, of the Zoning Code.

## Procedures

Applications for sign permits in the Highland Village Special Sign District shall be submitted to the Zoning Administrator for review and approval. The Zoning Administrator shall immediately notify the Highland District Council and the Highland Business Association. The application submitted to the Zoning Administrator shall be accompanied by plans of sufficient detail to demonstrate that the proposed sign complies with the provisions of this Plan and shall include at least the following:

1. A front elevation (front view) drawing of the sign drawn to scale. This can usually be obtained from the sign company, an architect, or a graphic arts company. The minimum scale is one inch = 1 foot.
2. Either a front elevation drawing of the building with the proposed sign located on it (minimum scale ¼ inch = 1 foot) or a photo of the building front.
3. A specification sheet describing sign materials, exact letter size, and type of lighting.



The Zoning Administrator shall review the plans within 30 days and notify the applicant of the decision to approve or disapprove the plans. Written reasons for denial shall accompany any decision to disapprove the plans. Decisions by the Zoning Administrator may be appealed to the Board of Zoning Appeals under the provisions of Section 61.701 of the Zoning Code.

A fee to cover the costs of the review shall be established by resolution of the City Council.

[Move this section here from the end of the document to make this more prominent, clear, and consistent with the organization of the Zoning code generally.]

## Section 4

### ADVERTISING SIGNS

~~Advertising signs shall not be permitted within the Highland Village Special Sign District. It is the goal of this sign plan to have the existing advertising signs removed within ten (10) years from the time of adoption of this plan. Ford Parkway, between vacated Prior Avenue and the Mississippi River Boulevard, has been the only designated city parkway exempted from a sign ordinance~~

~~regulation which prohibits advertising signs within 150 feet of parkways. In 1985, 388 trees were planted and landscaped medians, new road surfaces, decorative~~

~~pedestrian lights, and planters were constructed in the right-of-way of Ford Parkway, transforming it into a true parkway. Similar improvements, along with the removal of utility poles, were made in Cleveland Avenue. This was accomplished by a partnership between the businesses, residents and the city government. The visual clutter of advertising signs detracts from the aesthetic enjoyment of Ford Parkway, Cleveland Avenue, and the Highland Village business area.~~

~~Advertising signs add clutter to the Village and compete with the most important signs, signs which identify Village businesses. The purpose of advertising signs is to attract people's attention long enough to read the advertising message of the sign. Drivers of vehicles whose attention is on advertising signs rather than on the road can cause accidents. On average, between 12,650 and 15,500 vehicles a day travel on Ford Parkway; between 12,900 and 14,500 vehicles a day travel on Cleveland Avenue. Because of these large volumes of traffic, advertising signs, which distract drivers from traffic, are a traffic safety problem.~~

[Now, under § 64.420 of the Zoning Code, advertising signs are prohibited in all zoning districts city-wide. Therefore, this provision in the Highland Village Special District Sign Plan to prohibit advertising signs no longer has any significance, is unnecessary, and should be deleted.]

## Business Signs

Business signs, signs that identify and direct attention to the business on the premises, play an important role in informing customers about the types and location of businesses in Highland Village. Business signs are necessary important for the viability-quality of Highland Village as a commercial area, contribute to its visual quality, district and are the signs that should be the most visible.

### Signs on Buildings With Overhangs

~~Business signs on buildings with overhangs shall be subject to the following regulations:~~

- ~~—(1) Signs atop or along the surface of an overhang shall be parallel to the wall of the building;~~
- ~~—(2) One sign, six square feet or less in size, may be attached to the underside of the overhang at each entrance, provided the sign does not project closer than eight feet to the sidewalk. A predominant architectural feature of Village buildings, which help define its character, are overhangs projecting from the buildings over a public or private sidewalk.~~

~~The overhangs are in the form of canopies, either as extensions of the roof of a building or as projections from the wall of a building, or in the form of mansard roofs. The two buildings on the northwest and northeast corners of Ford Parkway and Cleveland have canopies which are extensions of the roof. The Highland Shopping Center, on the southeast corner of Ford Parkway and Cleveland, has a canopy which projects from the wall of the building. The building on the north side of Ford Parkway between Finn and Cretin, where Haskell's is a tenant, has a mansard roof.~~

~~Many of the buildings have a sign system consisting of one or more of the following signs: (1) signs atop or along the surface of the overhang and parallel to the wall of the building; (2) small signs attached to the underside of the overhang and perpendicular to the wall of the building; (3) wall signs; and (4) window signs. Signs atop overhangs serve three purposes: they emphasize and harmonize with the horizontal lines of the buildings; they create a common sign band along the building; and they screen from passers by unsightly chimneys, compressors and vents which are on top of some of the buildings. Signs attached to the underside of the overhang help pedestrians identify stores and, since they are small, do not add to sign clutter. Wall signs are effective for both pedestrians and vehicular traffic; window signs are most effective for pedestrians. This sign system, using all or a combination of such signs, shall be used in the Village for all buildings with overhangs. Signs on overhangs (except small signs attached to the underside) which are not parallel to the wall of the building and signs which project from a wall or overhang de-emphasize and counter the horizontal lines~~

~~of the buildings, can obstruct the view of nearby signs, and cause sign clutter.~~

#### Wall Signs

~~Wall signs shall cover neither windows nor architectural trim and detail. Wall signs located on the bands of building facades: over the entry, over windows, or between windows.~~

~~Signs painted directly on the wall of a building shall not be permitted. Signs painted directly on the wall of a building defaces the building. Tenants may move and a painted wall sign may be left to mis-identity a new tenant of a building or peel and become unsightly.~~

[The provisions already exist in Section 64.401]

Signs that advertise a product and include the name of the business on the premises upon which the sign is placed shall not be permitted. Such signs, which are often provided by product suppliers, fail to highlight the important information, the business name, and clutter the appearance of the street.

Business signs may take the form of freestanding signs, portable signs, projecting signs, temporary signs, wall signs and window signs. The location of business signs oriented to vehicular traffic should be coordinated to make them easier to find and read. The sum of the gross surface display area in square feet of all business signs on a lot shall not exceed one (1) times the lineal feet of lot frontage or seventy-five (75) square feet, whichever is greater.

[Changes to this paragraph reduce the amount of business sign area allowed in BC, B2 and B3 Business Districts within the Highland Village Sign District from “two (2) times the lineal feet of frontage or 75 sq. feet” to “one (1) times the lineal feet of lot frontage or 75 sq. feet.” The proposed “one (1) times the lineal front footage” standard is the same as for TN Traditional Neighborhood and OS-B1 Business Districts.]

Sign materials shall be compatible with the original construction materials and architectural style of the building facade on or near which they are placed. Natural materials such as wood and metal are generally more appropriate than plastic. Externally lit signs are preferred.

[This standard, recommended by the task force, is the same as for TN Traditional Neighborhood and OS-B1 Business Districts.]

Signs with dynamic display are prohibited.

#### Freestanding Signs

There shall be no more than one freestanding sign per lot, and a freestanding sign shall be a minimum distance of forty (40) feet from any other freestanding sign. Freestanding signs shall be set back at least five (5) feet from all property lines and have a maximum gross surface display area of twenty four (24) square feet per side. The highest point on a freestanding sign shall be no more

than twenty (20) feet above grade; if located within a required yard, it shall be no more than eight (8) feet above grade. Freestanding signs shall be stationary (may not revolve). Freestanding signs on a single pole shall be used only for businesses where the building is set back more than 25 feet from the street right-of-way. Sign illumination should be done in such a way that light spillover on adjacent properties is minimized.

### Portable Signs

Portable signs shall be no more than forty-two (42) inches in height, and shall be regulated according to the requirements for portable signs in the T1-T4 Traditional Neighborhood and OS-BC Business Districts in Section 64.503(c) of the Zoning Code, with the exception that the total gross surface display area of portable signs on a zoning lot shall not exceed thirty-six (36) square feet.

[This new language limits the businesses for which a portable sign can be used and information that can be presented on portable signs. It also reduces the maximum gross surface display area of portable signs on lots with street frontage of over 330 feet from 300 sq. ft. to 36 sq. ft., the same as for lots with street frontage of less than 330 feet, and reduces the maximum height of portable signs from 6 ft. to 42 inches. Under § 64.503(c)(3), portable signs can not be located in the public right-of-way (including the public sidewalk) at all.]

### Projecting Signs

A projecting sign is a sign, other than a wall sign, that projects from and is supported by a wall or building. With placement and spacing requirements, small, well-designed projecting symbolic or business name signs can complement a quality commercial area. Projecting symbolic or business name signs are permitted.

There shall be a minimum of thirty (30) feet of lot frontage per projecting sign, and a projecting sign shall be a minimum distance of thirty (30) feet from any other projecting sign. Care should be exercised in mounting so that signs are generally in the same height zone for ease in spotting but do not block each other out. A projecting sign shall not be located below a wall sign if it would obstruct the view of the wall sign.

Projecting signs shall have a maximum gross surface display area of sixteen (16) square feet per side, except that signs on marquees shall be permitted as regulated in Section 64.418, Marquees, of the Zoning Code. The highest point on a projecting sign shall be no more than thirty (30) feet above grade.

[Language changes recommended by task force. Section moved here in order to be in alphabetical order]

## Temporary Signs

Temporary signs shall be regulated according to the requirements for temporary signs in the T1-T4 Traditional Neighborhood and OS-BC Business Districts in Section 64.503(b) of the Zoning Code, with the exception that the total area of temporary freestanding and wall signs allowed under Section 64.503(b)(4) shall be a maximum of twenty-four (24) square feet. Pennants shall not be permitted in the district.

[This is new language pertaining to temporary signs recommended by the task force. For temporary signs in BC, B2 and B3 Business Districts in Highland Village, this new language reduces the maximum size of freestanding and wall real estate development signs from 100 sq. ft. to 50 sq. ft.; reduces the maximum size of real estate signs from 12 sq. ft. to 6 sq. ft.; reduces the maximum size of signs identifying an engineer, architect or contractor engaged in construction of a building from 100 sq. ft. to 4 sq. ft.; and reduces the maximum size of temporary freestanding and wall signs from 32 sq. ft. to 24 sq. feet.

Section moved here in order to be in alphabetical order]

## Wall Signs

Wall signs should be located on the sign bands of building facades over the entry or display windows of a business. Wall signs shall cover neither windows nor architectural trim and detail.

Letters on wall signs shall be no more than eighteen (18) inches in height. Because wall signs are almost always seen from an angle, extended typefaces should be used. Viewing from an angle diminishes the apparent width and spacing of the letters.

The highest point on a wall sign shall be no more than thirty (30) feet above grade. Signs more than thirty (30) feet above the ground are out of the viewer's normal vision range and are of little value.

[Language changes as recommended by task force. Section moved here in order to be in alphabetical order]

## Window Signs

### Window Signs, Permanent

~~Permanent window signs painted on the surface of the window are permitted. Such signs can be as effective as wall signs but can be blocked from view by parked vehicles. Window signs are most effective for pedestrian traffic and can give the most information. They are the last sign seen before entering a business, and pedestrians have time to read more detail.~~

~~Permanent w~~Window signs shall not exceed 10% of the store window glass area. The lettering of the business name should not exceed six inches in height. The lettering for other information should not exceed one inch in height. Letters with bright colors or gold are the most visible whatever the lighting conditions are inside or outside.

#### ~~Window Signs, Temporary~~

~~Temporary window signs, affixed to the inside of a window of a building, are permitted. Temporary window signs shall be in place for not longer than 30 days and shall not exceed 20% of the store window glass area. The plastic box with slide-on letters type of window sign is unsightly, hard to read, and should be avoided.~~

#### ~~Roof Signs~~

~~Roof signs are prohibited except those which are parallel to the wall of the building. Roof signs not parallel to the building are out of context with Village buildings. Roof signs should be used to match roof lines and unify the signbands of adjacent buildings.~~

~~Roof signs should be of such a design and height as to fit in with the architecture of the building but generally should not exceed three (3) feet in height.~~

[Delete roof signs because they are now prohibited in all zoning districts by § 64.414 in Chapter 64, Signs, of the Zoning Code. The Highland Village Special District Sign Plan is a supplement to Chapter 64, Signs, and the most restrictive provision applies.]

#### ~~Pole Signs~~

~~Pole signs shall be used only for businesses where the building is set back more than 35 feet from the street right of way. No more than one pole sign per lot is allowed. When a pole sign projects over a public right of way more than eighteen (18) inches, the maximum gross surface display area of the projecting part of the sign shall be no more than fifteen (15) square feet. The highest point on a pole sign shall be no more than twenty (20) feet above grade. Pole signs shall be stationary (may not revolve), and should have as little structure as possible.~~

~~A pole sign can bring a business with a setback up to the street. Pole signs can be effective for both vehicular and pedestrian traffic, but they also can be a source of sign clutter.~~

~~Because pole signs are primarily viewed from vehicles, the message on pole signs should be concise to be effective. Bold type should be used with good contrast between the letters and the background.~~

[Pole signs are not defined by the zoning code and a recommendation for new language regarding Freestanding Signs was added earlier in the document.]

## ~~Ground Signs~~

~~Since signs which are parallel to a street will cause the least clutter, ground signs shall be parallel to the street. Ground signs, like pole signs, can bring a business up to the street, can be effective for both vehicular and pedestrian traffic, but can be a source of sign clutter. Ground signs are usually directed to vehicular traffic fairly close to the site and to pedestrians.~~

## ~~Marquees~~

~~Signs on marquees shall be as regulated in Section 66.202, Sub.II, of the Zoning Code.~~

## ~~Grouped Signs~~

~~Grouped signs should be used only to identify businesses that have no direct access from the sidewalk. The signs should be placed within a common framework.~~

## ~~Product Signs~~

~~No more than 10% of the gross surface display area of business signs permitted on a lot shall be used for product signs which are not integral to the name of the business. Product signs, a business sign which advertise a product sold on the premises, should be avoided. Such signs, which are often provided by soft drink, beer or cigarette companies fail to highlight the important information, the business name, and clutter the appearance of the Village.~~

## ~~Projecting Signs~~

~~Projecting signs shall not be permitted. Projecting signs tend to obstruct the view of other signs and are a major source of sign clutter.~~

## ~~Portable Signs and Pennants~~

~~Portable signs shall not be permitted in the Highland Village Sign District.~~

~~Portable signs, often attached to trailers but sometimes to motor vehicles, are often placed in parking lots, using valuable parking spaces, or in the maneuvering area, making vehicular movement difficult. Sometimes they are placed on the sidewalk and boulevard blocking pedestrians. Many have flashing lights. Since they are not attached to the ground or a building, a passerby or the wind can move them.~~

~~Pennants shall not be permitted in the Highland Village Sign District. Pennants, triangular flags attached to strings, distracts attention from the important signs identifying businesses and adds to the sign clutter.~~

#### ~~Wall Graphics~~

~~Wall graphics, a design painted on a wall but not advertising a business, should be avoided.~~

[This falls under the category of “advertising sign” and is now prohibited in all zoning districts]

#### ~~Sign Legability~~

~~Business signs should clearly and concisely identify the businesses on the premises. The name of the business should be highlighted; extra information tends to reduce the impact of the sign. In general, words and symbols should take no more than 40 percent of the total area of a sign. Signs with light letters on a dark background area are easier to spot on a busy street. Sign colors and materials should be compatible with the building and surrounding environment. To maximize the effect of the graphics, the number of colors should be minimal. Lighting of signs should be carefully considered; indirect and subdued lighting is preferred. There should be no more than 1 foot candle at 4 feet from the sign. Because signs are almost always seen from an angle, extended typefaces should be used. Viewing from an angle diminishes the apparent width and spacing of the letters. Bold type with light lettering on a dark background is recommended for maximum legibility.~~

[The language about illumination is addressed in 64.405. Signs with dynamic display which limits dynamic display signs to .3 foot candles above ambient light level as measured from fifty (50) feet from the signs face.]

### ~~Section 6~~

#### ~~NON-CONFORMING SIGNS~~

~~Signs within the Highland Village Sign District which lawfully existed prior to the adoption of this Plan by the City Council, and which would be prohibited, regulated or restricted under the provisions of this Plan or amendments thereto, may continue to exist as legal nonconforming sign under the provisions of Section 66.300, nonconforming signs, of the Zoning Code.~~

[The language regarding provisions for legal nonconforming signs in this paragraph is also redundant, unnecessary, and should be deleted. The Highland Village Special District Sign Plan is a supplement to Chapter 64, Signs, of the Zoning Code and the detailed provisions and regulations for legal nonconforming signs in § 64.301 apply to the Highland Village Special District Sign Plan. They should not be replicated here.]

### ~~Section 7~~



## ~~ADMINISTRATION and ENFORCEMENT~~

~~The zoning administrator shall enforce the provisions of this Plan as a supplement to Chapter 66, Signs, of the Zoning Code. Whenever a permit for a sign in the Highland Village Special Sign District is required under the provisions of Chapter 66 of the Zoning Code, such permit shall not be issued unless the plans for the sign have been approved by the Planning Administrator as in conformance with this Plan and by the Zoning Administrator as in compliance with Chapter 66, Signs.~~

### ~~Section 8~~

#### ~~PROCEDURE~~

~~Applications for signs in the Highland Village Sign District shall be submitted to the Zoning Administrator. The application shall be accompanied by four (4) copies of plans of sufficient detail to demonstrate that the proposed signs comply with provisions of this plan and shall include at least the following:~~

- ~~1. A front elevation (front view) drawing of the signs drawn to scale. This can usually be obtained from the sign company, an architect, or a graphic arts company. The minimum scale is one inch = one foot.~~
- ~~2. Either a front elevation drawing of the building drawn to scale with the proposed signs located on it (minimum scale 1/4 inch = 1 foot) or a photo of the building front.~~
- ~~3. A specification sheet describing sign materials, exact letter size, and type of lighting. A copy of the sign application and two (2) copies of the plans shall be referred to the Planning Administrator who shall have thirty (30) days in which to approve or disapprove the plans. The Planning Administrator shall notify the Zoning Administrator and the applicant of the decision to approve or deny the plans. Written reasons for denial will accompany a decision to deny the plans. Any decision of the Planning Administrator may be appealed to the Planning Commission.~~

~~A fee to cover the costs of the review shall be established by resolution of the City Council.~~

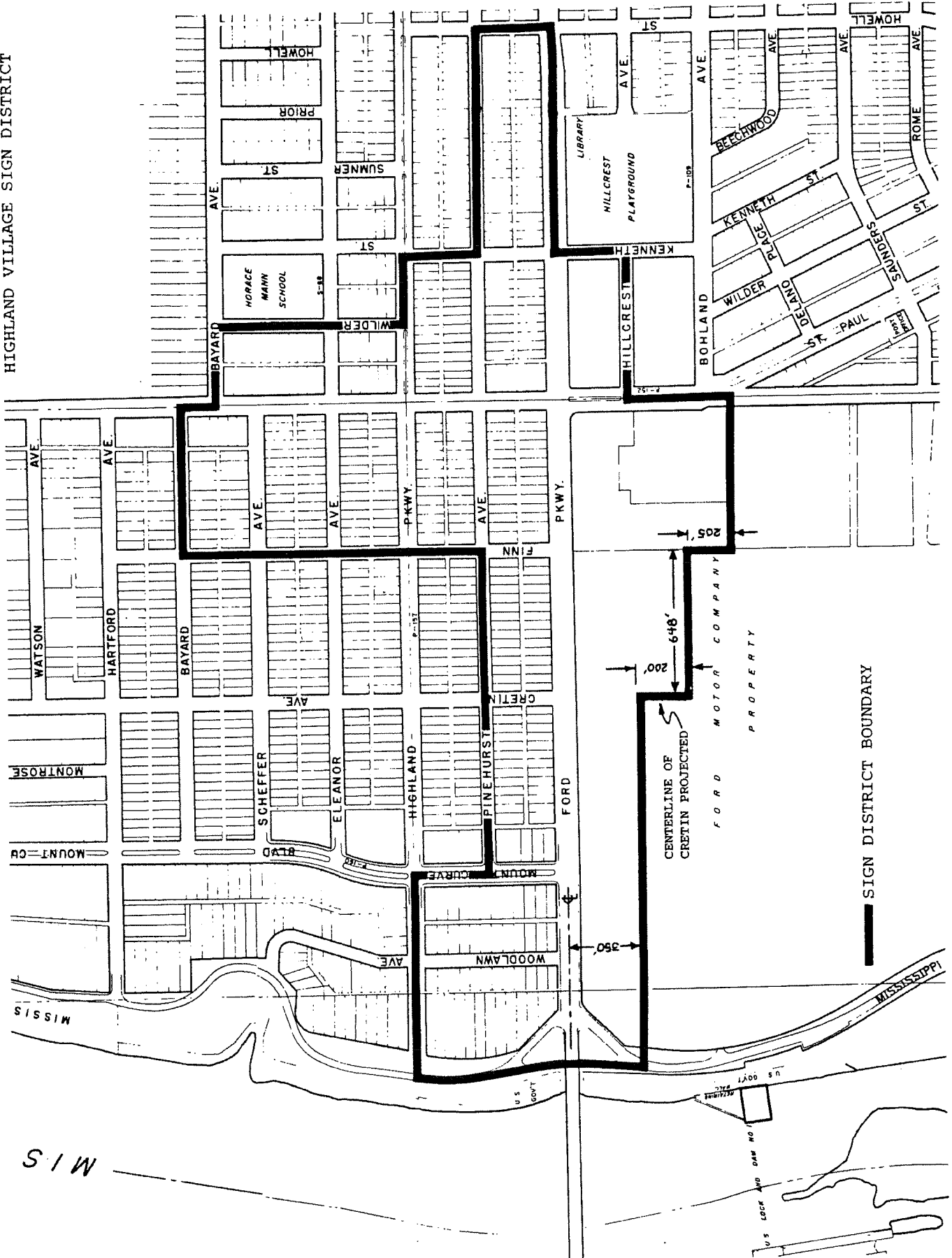
### ~~Section 9~~

#### ~~AREA DESCRIPTION~~

~~The Highland Village Sign District is within the following described area: beginning at the intersection of the centerlines of Finn Street and Bayard Avenue thence south along the centerline of Finn Street to its intersection with the~~

~~centerline of Pinehurst Avenue; thence west along the centerline of Pinehurst Avenue to its intersection with the centerline of Mount Curve Boulevard; thence north along the centerline of Mount Curve Boulevard to its intersection with the centerline of Highland Parkway; thence west along the centerline of Highland Parkway to its intersection with the centerline of Mississippi River Boulevard; thence southerly along the centerline of the Mississippi River Boulevard to its intersection with a line 350 feet south of and parallel to the centerline of Ford Parkway; thence east along the line 350 feet south of and parallel to the centerline of Ford Parkway to its intersection with the extension of the centerline of Cretin Avenue; thence south along the centerline of Cretin Avenue 200 feet; thence east along a line parallel to Ford Parkway a distance of 648 feet; thence south along a line parallel to Cleveland Avenue 205 feet; thence east along a line parallel to Ford Parkway to its intersection with the centerline of Cleveland Avenue; thence north along the centerline of Cleveland Avenue to its intersection with the centerline of Hillcrest Avenue; thence east along the centerline of Hillcrest Avenue to its intersection with the centerline of Kenneth Avenue; thence north along the centerline of Kenneth Avenue to its intersection with the centerline of Ford Parkway; thence east along the centerline of Ford Parkway to its intersection with the centerline of Howell Street; thence north along the centerline of Howell Street to its intersection with the centerline of Pinehurst Avenue; thence west along the centerline of Pinehurst Avenue to its intersection with the centerline of Kenneth Avenue; thence north along the centerline of Kenneth Avenue to its intersection with the centerline of Highland Parkway; thence west along the centerline of Highland Parkway to its intersection with the centerline of Wilder Street; thence north along the centerline of Wilder Street to its intersection with the centerline of Bayard Avenue; thence west along the centerline of Bayard Avenue to its intersection with the centerline of Cleveland Avenue; thence north along the centerline of Cleveland Avenue to its intersection with the centerline of Bayard Avenue; thence west along the centerline of Bayard Avenue to its intersection with the centerline of Finn Street, the point of beginning.~~

[Move to first page to make these sections more prominent, clear, and consistent with the organization of the Zoning Code generally.]



# **Highland Village Special District Sign Plan**

**October 2012 draft amendments**

Amended by the Saint Paul City Council Xxx XX, 2012

Originally adopted by the Saint Paul City Council December 1985



**CITY OF SAINT PAUL**  
DEPARTMENT OF PLANNING AND  
ECONOMIC DEVELOPMENT

# HIGHLAND VILLAGE SPECIAL DISTRICT SIGN PLAN

October 2012 draft amendments

## Intent and Purpose

The Highland Village Special District Sign Plan, as provided in Sections 64.601 and 64.750 of the Zoning Code, is intended to provide sign controls for the Highland Village commercial area with the following purpose:

- Strengthen and reinforce the image of the Highland Village commercial district as a unique quality shopping area by encouraging attractive, well-designed signs that complement the overall design of the district; do not clutter or detract from the appearance of the streetscape or the businesses; and do not overpower the design of buildings.
- Focus attention on the businesses at street level, with clear and concise business signs that support the pedestrian focus of the commercial district rather than being geared toward high-speed vehicular traffic.
- Keep window signs from blocking the view into businesses, allowing for passersby to see into the building in order to encourage sales and enhance the safety of employees and shoppers.

## Area Description

The Highland Village Special District Sign Plan shall apply to the area bounded by Mississippi River Boulevard, MacGoffin Avenue, Saint Paul Avenue, Bohland Avenue; Howell Street; the alley along Ford Parkway between Howell Street and Snelling Avenue; Pinehurst, Wilder Street, Cleveland Avenue, Finn Street and, Pinehurst, Mount Curve Boulevard and Highland Parkway as shown on the attached map.

## Definitions and Interpretation

The provisions of this Special District Sign Plan are supplementary to those of Chapter 64, Signs, of the Zoning Code, and the most restrictive provision shall apply. All words and terms shall be defined as in Chapter 64 of the Zoning Code of the City of St. Paul.

## Administration and Enforcement

The zoning administrator shall enforce the provisions of this Plan as a supplement to Chapter 64, Signs, of the Zoning Code. Whenever a permit for a sign in the Highland Village Special Sign District is required under the provisions of Chapter 64 of the Zoning Code, such permit shall not be issued unless the plans for the sign have been approved by the Zoning Administrator as in conformance with this Plan and Chapter 64, Signs.

The Zoning Administrator may order the removal of any sign that is not constructed or maintained in accordance with the provisions of this Special District Sign Plan under the provisions of Section 64.206(d) of the Zoning Code. Violations of this Special District Sign Plan are subject to the enforcement provisions of Chapter 61, Article IX, 61.900, Enforcement, of the Zoning Code.

### Procedures

Applications for sign permits in the Highland Village Special Sign District shall be submitted to the Zoning Administrator for review and approval. The Zoning Administrator shall immediately notify the Highland District Council and the Highland Business Association. The application submitted to the Zoning Administrator shall be accompanied by plans of sufficient detail to demonstrate that the proposed sign complies with the provisions of this Plan and shall include at least the following:

1. A front elevation (front view) drawing of the sign drawn to scale. This can usually be obtained from the sign company, an architect, or a graphic arts company. The minimum scale is one inch = 1 foot.
2. Either a front elevation drawing of the building with the proposed sign located on it (minimum scale  $\frac{1}{4}$  inch = 1 foot) or a photo of the building front.
3. A specification sheet describing sign materials, exact letter size, and type of lighting.

The Zoning Administrator shall review the plans within 30 days and notify the applicant of the decision to approve or disapprove the plans. Written reasons for denial shall accompany any decision to disapprove the plans. Decisions by the Zoning Administrator may be appealed to the Board of Zoning Appeals under the provisions of Section 61.701 of the Zoning Code.

A fee to cover the costs of the review shall be established by resolution of the City Council.

### Business Signs

Business signs, signs that identify and direct attention to the business on the premises, play an important role in informing customers about the types and location of businesses in Highland Village. Business signs are important for the quality of Highland Village as a commercial district and are the signs that should be the most visible.

Signs that advertise a product and include the name of the business on the premises upon which the sign is placed shall not be permitted. Such signs, which are often provided by product suppliers, fail to highlight the important information, the business name, and clutter the appearance of the street.

Business signs may take the form of freestanding signs, portable signs, projecting signs, temporary signs, wall signs and window signs. The location of business signs oriented to vehicular traffic should be coordinated to make them easier to find and read. The sum of the gross surface display area in square feet of all business signs on a lot shall not exceed one (1) times the lineal feet of lot frontage or seventy-five (75) square feet, whichever is greater.

Sign materials shall be compatible with the original construction materials and architectural style of the building facade on or near which they are placed. Natural materials such as wood and metal are generally more appropriate than plastic. Externally lit signs are preferred.

Signs with dynamic display are prohibited.

### Freestanding Signs

There shall be no more than one freestanding sign per lot, and a freestanding sign shall be a minimum distance of forty (40) feet from any other freestanding sign. Freestanding signs shall be set back at least five (5) feet from all property lines and have a maximum gross surface display area of twenty four (24) square feet per side. The highest point on a freestanding sign shall be no more than twenty (20) feet above grade; if located within a required yard, it shall be no more than eight (8) feet above grade. Freestanding signs shall be stationary (may not revolve). Freestanding signs on a single pole shall be used only for businesses where the building is set back more than 25 feet from the street right-of-way. Sign illumination should be done in such a way that light spillover on adjacent properties is minimized.

### Portable Signs

Portable signs shall be no more than forty-two (42) inches in height, and shall be regulated according to the requirements for portable signs in the T1-T4 Traditional Neighborhood and OS-BC Business Districts in Section 64.503(c) of the Zoning Code, with the exception that the total gross surface display area of portable signs on a zoning lot shall not exceed thirty-six (36) square feet.

### Projecting Signs

A projecting sign is a sign, other than a wall sign, that projects from and is supported by a wall or building. With placement and spacing requirements, small, well-designed projecting symbolic or business name signs can complement a quality commercial area. Projecting symbolic or business name signs are permitted.

There shall be a minimum of thirty (30) feet of lot frontage per projecting sign, and a projecting sign shall be a minimum distance of thirty (30) feet from any other projecting sign. Care should be exercised in mounting so that signs are generally in the same height zone for ease in spotting but do not block each other out. A projecting sign shall not be located below a wall sign if it would obstruct the view of the wall sign.

Projecting signs shall have a maximum gross surface display area of sixteen (16) square feet per side, except that signs on marquees shall be permitted as regulated in Section 64.418, Marquees, of the Zoning Code. The highest point on a projecting sign shall be no more than thirty (30) feet above grade.

### Temporary Signs

Temporary signs shall be regulated according to the requirements for temporary signs in the T1-T4 Traditional Neighborhood and OS-BC Business Districts in Section 64.503(b) of the Zoning Code, with the exception that the total area of temporary freestanding and wall signs allowed under Section 64.503(b)(4) shall be a maximum of twenty-four (24) square feet. Pennants shall not be permitted in the district.

### Wall Signs

Wall signs should be located on the sign bands of building facades over the entry or display windows of a business. Wall signs shall cover neither windows nor architectural trim and detail.

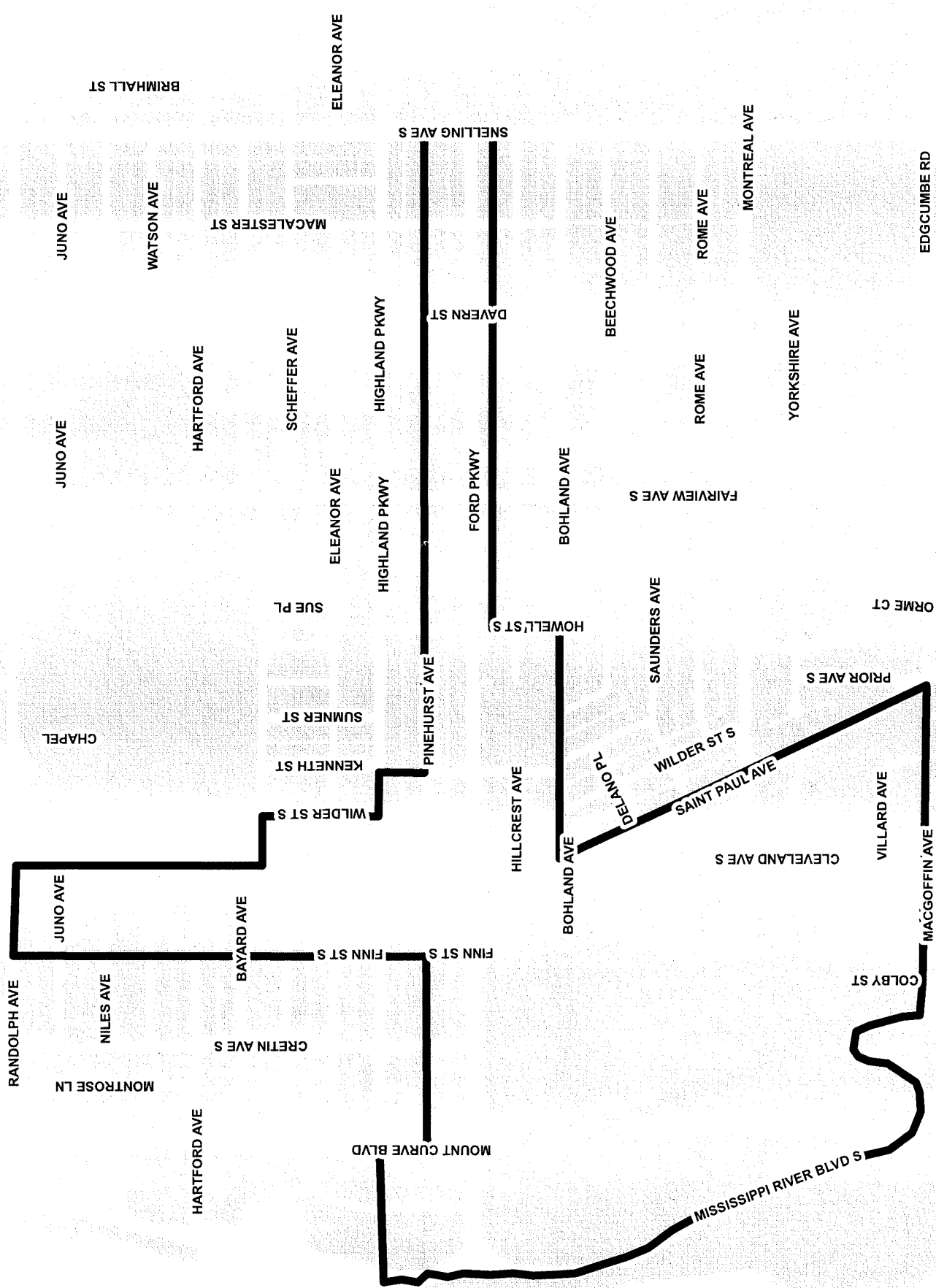
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The highest point on a wall sign shall be no more than thirty (30) feet above grade. Signs more than thirty (30) feet above the ground are out of the viewer's normal vision range and are of little value.

### Window Signs

Permanent window signs shall not exceed 10% of the store window glass area. Temporary window signs shall not exceed 20% of the store window glass area.





# Highland Village Sign District 2012